. Approved For Release 2001 LA-RDP75-00399R000100080002-7

|   |                |                            |               |          |             | <del></del>  | CONTRO                                | NO.          | ······································ |             |
|---|----------------|----------------------------|---------------|----------|-------------|--------------|---------------------------------------|--------------|--|-------------|
| PREPARE IN DUPLICATE                    | • •            | REPORTS INVE               | NTORY         |          |             |              |                                       |              | 100                                    |             |
| I. TITLE OF REPORT (                    |                | Il-in report includ        | a Form No     |          |             |              | 2. TYPE                               | -            | · · · · · · · · · · · · · · · · · · ·  |             |
|   |                |                            | 9 FOI 111 110 | • /      |             |              | 2. 11P                                |              | TISTICAL RATIVE                        |             |
| Credentials by                          | у адрг         | na                         |               |          |             |              | REPOR                                 | (            | INE-NAME LIST                          | 1 NG        |
|   |                | PERSONNEL.                 |               | TRAINI   | NG          |              | ADMIN                                 | . GENERAL    | 7                                      |             |
| 3. FUNCTIONAL AREA                      |                | LOGISTICS                  | X             | SECURI   |             |              | OTHER                                 | (specify)    |  |             |
| 4. NO. OF COPIES PRE                    | PARED          | MEDICAL 5. FREQUENCY (week | ly- month     | FINANC   |             | to. \        | 6 DISTRIBUT                           | PION (No     | £                                      | <del></del> |
| 6                                       | INILU          | Monthly                    | iyy month     | iy, que  | rterry, e   | ,            | number of                             | f copies)    | f components n                         | OT          |
| 7. FORMAT (memorandu                    | m. form        | 8. ADP PROCESSING          |               |          |             | 9. DI        | RECTIVE AUTHO                         | ORITY REGULA | RING REPORT                            |             |
| computer print-ou                       | t, etc)        |                            | GIVE ADP      | PROCESS  | ING NO.     |              |                                       | meyori       | _                                      | 25X1        |
| 10. PREPARING COMPONE contributing info | NT (inc        | lude lowest level          | II.           | FEEDER I | REPORTS (S  | tate t       | otal number                           | and identif  | y by Title,<br>eet if necess           | 1           |
| ocs                                     |                |                            | 1             |          | ırd (Sta    |              |                                       | pur use 311  |  | 3.7         |
| OS/BSB/                                 |                |                            |               |          |             |              | <b>.</b> ,                            |              | 2                                      | 25X1        |
|   |                |                            |               |          | FACTORS     |              |                                       |              |  |             |
|   | OUD LV         |                            |               |          | N AND R     |              | COSTS                                 |              | · · · · · · · · · · · · · · · · · · ·  |             |
| CONTRACTOR I                            | OURLY-<br>RATE | X HOURS PER                |               | PER      |             | MES<br>Pared | =                                     | COST PE      | YEAR                                   |             |
| - Keypunching                           | g of f         | eeder report-              |               |          |             |              |                                       |              |  |             |
|   | .05 ea         | \$10.00 +*5                | \$2.0         | 00       | <b>x</b> 12 |              | *                                     |              | 324.00                                 |             |
| cards per mo)                           |                |                            |               | _        |             |              |                                       |              |  |             |
|   |                | month add to               |               |          |             |              | ipulated                              |              |  |             |
| to produce                              | alii           | erent reports              | φι wnic       | n tni    | s is on     | e.           |                                       |              |  |             |
|   |                |                            |               |          |             |              |                                       |              |  |             |
|   |                | B. COSTS                   | OF COM        | Dimpp    | PRODUCE     | ימת תי       | DODEC                                 | <del></del>  |  | <del></del> |
| Pages per   no.                         | coni           | es total pages             |               |          | total       |              | times                                 | <del></del>  | anst nom                               | 1100        |
| report                                  | , copi         | dogaq Tagos                | page          | -        | Joodan      | COSU         | prepared                              | 1            | cost per                               | yea         |
|   | 5              | <b>-</b> 852               |               | ea.      | \$25.5      | 36           | x 12                                  |              | \$ 306.72                              |             |
|   |                |                            | Ţ             |          |             | •            | 7                                     |              | ψ <b>)</b> 00 <b>0</b> 12              |             |
|   |                |                            | TOTAL         | L COST   | S PER I     | ÆAR.         |                                       |              | \$ 330.72                              |             |
| 13. COMPLETE DETAILED                   | JUSTIF         | ICATION FOR THIS RE        |               |          |             |              | an authoritu                          |              |  | OVIN        |
| 13. COMPLETE DETAILED INCLUDE DATE REPO |                |                            |               |          |             |              |                                       |              |  |             |
| This report is                          | s an e         | ssential aid i             | n the c       | ontro    | l of th     | e isa        | suance and                            | l retriev    | al of Agen                             | су          |
| issued credent                          | ials.          | Requirement e              | stablis       | shed b   | y OS. D     | ate v        | ınknown .                             |              |  |             |
|   |                |                            |               |          | •           |              |                                       |              |  |             |
|   |                |                            |               |          |             |              |                                       |              | •                                      |             |
|   |                |                            |               |          |             |              |                                       | <b>K</b> 40  | RI/CDF                                 | •           |
|   |                |                            | ·             |          |             | ·            |                                       | MIC          | <u> </u>                               |             |
| SOAL PROPOSED BY COMP                   | NENT E         | 14.                        | FUTUR         | RE GOA   | LIS<br>25X1 |              | · · · · · · · · · · · · · · · · · · · | COTIN        | MTCD CAULNOS                           |             |
| RETAIN AS IS                            |                | OTHER (explain)            |               |          |             |              | -                                     | MAN-HOURS    | ATED SAVINGS                           | 25          |
| CHANGE                                  | <del> </del>   |                            |               |          |             |              |                                       | 1100110      | 25XI                                   |             |
| DISCONTINUE                             | 1              |                            |               |          |             |              |                                       |              |  |             |
| 2 October 1970                          | 17             | NAME AND TITLE OF          |               |          |             |              | O                                     | <b>3</b> 1   | 18 EXTENS                              | :TON        |
| 2 October 1970                          |                |                            |               |          |             | cer/         | Systems A                             | nalyst       |  | ┙           |
| FORM 11,2                               | pprov          | ed For Releas <b>e</b> 2   | obaliwa       | ZUDI     | <b>P75</b>  | -00B9        | 9R000100                              | 080002-7     |  |             |

Approved For Release 2000/12/07: CIA-RDP75-00399R000100080002-7

| r                |             |             |                               |             | 011         | BSITICE      | tton                |                                       | LAGUERAL      | -115     |          |           |             |
|------------------|-------------|-------------|-------------------------------|-------------|-------------|--------------|---------------------|---------------------------------------|---------------|----------|----------|-----------|-------------|
|                  |             |             | REPORTS INVE                  | ורעדעני     | ρV          |              |                     |                                       | CONTROL       | NO.      | •        |           |             |
| PREPARE IN QUP   | LIOSTE      |             | TOT OILLO TIME                | 211 10      | 1           |              |                     |                                       |               |          |          | 161       | ,           |
|                  |             |             |                               |             |             | <del>.</del> |                     |                                       |               |          |          |           |             |
| I I TILE OF REP  | PORT (14    | a fil       | ll-in report inclu            | de Fo       | rm No       | •):          |                     | •                                     | 2. TYPE       | <u> </u> |          | ATISTICAL |             |
|                  | 7 4         |             |                               |             |             |              |                     |                                       | OF<br>REPOR   | 7  -     | HAI      | RRATIVE   |             |
| Credentia        | il Fire     | earms       | s Alpha by Off                | ice         | <del></del> |              |                     |                                       |               |          |          | CHINE-NA  | E LISTING   |
|                  |             |             | PERSONNEL                     | ···         |             | TRAINI       |                     | <del></del>                           |               |          | NERAL    |           |             |
| 3. FUNCTIONAL    | AREA        | -           | LOGISTICS                     | <del></del> | X           | SECURI       |                     | · · · · · · · · · · · · · · · · · · · | OTHER         | (spe     | cify)    |           |             |
| 4. NO. OF COPIE  | S PREPAR    | RED         | MEDICAL<br>5. FREQUENCY (wee  | kly.        | month       | FINANC       |                     | to. 1                                 | 6 DISTRIBUI   | ION      | /Ala     |           |             |
|                  | -0 111L1 A  | 1           | Je i ur docue, (wee           | ~179        |             | iy, qua      | i teriy, e          | 14007                                 | 6. DISTRIBUT  | . CO.    | (NO. (   | ompon     | ents not    |
| 4                |             |             | Monthly                       |             |             |              |                     |                                       | 3             | ,        | ,,,,,    |           |             |
| 7. FORMAT (memo  | orandum,    | form        | 8. ADP PROCESSING             |             |             |              |                     | 9. DI                                 | RECTIVE AUTHO | RITY     | / REGU   | IRING REP | ORT         |
| computer pri     | int-out,    | etc)        | X YES IF YES                  | GIVE        | ADP         | PROCESS      | ING NO.             | l   —                                 |               |          | <u> </u> |           |             |
| Computer p       |             |             | NO 949                        | В           |             |              |                     |                                       |               |          |          |           | 25X1        |
| 10. PREPARING CO | THBHOGILC   | (incl       | lude lowest level             |             | II. F       | EEDER F      | EPORTS (            | State                                 | core i number | ına      | Identi   | Ty by Ti  | tle,        |
| contributing     | ] informa   | ition       | to report)                    |             | F           | orm No.      | , or nome           | enclati                               | ure. Attach   | epa      | rate s   | heet if   | necessary.) |
| ocs              |             |             | ·<br>                         |             |             |              |                     |                                       |               |          |          |           |             |
| OS/BSB           |             |             |                               |             | :           | IBM Ca       | rd (St              | andar                                 | :d)           |          |          |           | 25X1        |
|                  |             |             |                               |             |             |              |                     |                                       |               |          |          |           |             |
|                  |             |             |                               |             |             |              | CACTORS             |                                       |               |          |          |           |             |
|                  |             |             | A. MANUA                      | L P         | REPA        | RATION       | AND R               | EVIEV                                 | I COSTS       |          |          | <u> </u>  |             |
| -ORADE-          | HOUR        |             | X HOURS PER                   | =           | COST        |              |                     | MES                                   |               | (        | COST PI  | ER YEAR   |             |
|                  | 70,777      | TE-         | -REPORT                       | +           | REP         | UICI         | + PRE               | PARED                                 |               |          |          |           |             |
|                  |             |             | - Keypunc                     | hine        | of          | Feede        | r Repor             | rt -                                  | ł             |          |          |           |             |
|                  |             |             |                               |             | ,           |              |                     |                                       |               |          |          |           |             |
| 200              | x \$.0      | 05 ea       | a = \$10.00 <b>:*</b> :       | 5+          | \$2.        | 00           | <b>x</b> 12         |                                       | #             |          |          | \$24      | 4.00        |
| (cards per m     | <b>)</b>    |             |                               |             |             |              |                     |                                       |               |          |          | •         |             |
|                  |             |             |                               | 1           |             |              | i                   |                                       |               |          |          |           |             |
| *The 200         | cards       | per         | mo. add to the                | he∤ di      | ata         | base         | that is             | man                                   | ipulated t    | ор       | rodu     | ce 5 d:   | ifferent    |
| reports          | of wh       | ich         | this is one.                  |             |             |              |                     |                                       |               |          |          |           |             |
|                  |             |             |                               | 1           |             |              | ļ                   |                                       |               |          |          |           |             |
|                  |             |             | D OCCUR                       | ᄂ           | 000         | OT MICO      | DDADWA              |                                       |               |          |          |           |             |
| Deces Des        | NT- C       |             |                               |             |             |              | PRODUCI             |                                       |               |          |          | 0-        | . D         |
| Pages Per        | No. Co      | opie        | s  Total Pages                |             |             | er           | Total               | Cost                                  | i             |          |          |           | st Per      |
| Report           |             |             |                               | Pa          | ge          |              |                     |                                       | Prepared      |          |          | Yea       | ar          |
| 18               | K 4         |             | <del> </del> 72               | 1           | \$.03       | ı .          | <br># \$2.1         | e                                     | x 12          |          | _        | 6.21      | ~ 0.3       |
| 10               | . 4         |             | 72                            | 1           | ۶.U3        | , .          | 72.1                | .0                                    | 1 12          |          |          | 945       | 5.92        |
| <del></del>      |             |             |                               |             |             |              | 1                   |                                       |               |          |          |           |             |
|                  |             |             |                               | 7           | CATO!       | L COST       | S PER               | YEAR                                  | }             |          |          | \$), (    | 9.92        |
| 13. COMPLETE DET | ALLED JL    | STIFE       | CATION FOR THIS R             | EPORT       | (in         | additio      | n to dire           | ctive                                 | or authority  | ci+.     | ed in    |           |             |
| INCLUDE DATE     | REPORT      | WAS F       | IRST STARTED AND              | COMPO       | NENT        | WHO EST      | ABLISHED            | REQUIR                                | EMENT.        | G# LE    | 34 IN 1  | icem 3/e  | EF KNOWN 3  |
|                  |             |             |                               |             |             |              |                     |                                       |               |          |          |           |             |
| This repo        | ort is      | an          | essential aid                 | in          | the         | contr        | ol of t             | he i                                  | ssuance an    | d r      | etri     | eval of   | f Agency    |
|                  |             |             | . Requiremen                  |             |             |              |                     |                                       |               |          |          |           | 67          |
|                  |             |             |                               |             |             |              | <i>-</i> ,,         |                                       |               | •        |          |           |             |
|                  |             |             |                               |             |             |              |                     |                                       |               |          |          |           |             |
|                  |             |             |                               |             |             |              |                     |                                       |               |          |          |           |             |
| •                |             |             |                               |             |             |              |                     |                                       |               |          |          |           |             |
|                  |             | <del></del> | $\mathfrak{U}_{\mathfrak{t}}$ |             | מוזירווי    | RE GOA       | T.S.                |                                       | ***           |          |          |           |             |
| GOAL PROPOSED BY | COMPONE     | NT FO       |                               | <u>• r</u>  | 0101        | w don        | . <b>1.5</b><br>25) | X1                                    | <del></del>   |          | ESTI     | MATER SA  | VINCS       |
| RETAIN AS        |             |             | OTHER (explain)               |             |             | •            | 202                 |                                       | <del> </del>  | £14 A1   | ES I I   | MATED SA  | DOLLARS     |
| CHANGE           |             | <del></del> | Titimen fautiers)             |             |             |              |                     |                                       | 1             | UIANU    |          |           | 5X1         |
| DISCONTINU       | E ·         |             | $\mu = \theta$                |             |             |              | •                   |                                       |               |          |          |           |             |
| 16. DATE OF INVE |             | 17.         | NAME AND TITLE OF             | PER         | SON FI      | JRNISHIA     | G INFORM            | ATION                                 |               |          |          | 18        | EXTENSION   |
|                  |             |             |                               |             |             |              |                     |                                       | ,_,           | _        |          | '         | 20121010H   |
| 2 Octobe         | r 1970      |             |                               | ļ           | 11177       | Segur        | ity Off             | icer                                  | /Systems A    | nal      | yst      |           | l i         |
|                  | <del></del> |             |                               |             | 4.12        | 235001       | 1/3                 |                                       |               |          |          |           |             |

75-00399R000100080002-7 Approved For Release 200 CONTROL NO. REPORTS INVENTORY 102 PREPARE IN DUPLICATE 1. TITLE OF REPORT (if a fill-in report include Form No.) 2. TYPE STATISTICAL 0F Credential Expirations, F-FAA-CR-ID HARRATIVE REPORT MACHINE-NAME LISTING PERSONNEL TRAINING ADMIN. GENERAL 3. FUNCTIONAL AREA LOGISTICS SECURITY OTHER (specify) MEDICAL FINANCE 4. NO. OF COPIES PREPARED 5. FREQUENCY (weekly, monthly, quarterly, etc.) 6. DISTRIBUTION (No. of components not number of copies) Monthly 7. FORMAT (memorandum, form 8. ADP PROCESSING 9. DIRECTIVE AUTHORITY REQUIRING REPORT computer print-out, etc) X YES IF YES GIVE ADP PROCESSING NO. 25X1 Computer print-out ON 949C 10. PREPARING COMPONENT (include lowest level 11. FEEDER REPORTS (State total number and identify by Title, contributing information to report) Form No., or nomenclature. Attach separate sheet if necessary.) 25X1 OS/BSB IBM Card (Standard) COST FACTORS MANUAL PREPARATION AND REVIEW COSTS HOURLY HOURS-PER-COST PER TIMES -GRADE X COST PER YEAR RATE--REPORT REPORT PREPARED - Keypunching of Feeder Report -\$.05 ea \displays10.00\displays5 \displays 200 \$2.00 X 12 \$24.00 (Cards per no) \*The 200 cards per month add to a data base that is manipulated to produce 5 different reports of which this is one. COSTS OF COMPUTER PRODUCED REPORTS Pages Per Total Pages Cost Per Total Cost No. Copies Times Cost Per Report Page Prepared Year 348 82 \$.03 \$9.84 12 \$118.08 TOTAL COSTS PER YEAR \$142.08 13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT. This report is an essential aid in the control of the issuance and retrieval of Agency issued credentials. Requirement established by OS. Date unknown. FUTURE GOALS GOAL PROPOSED BY COMPONENT FOR THIS REPORT 25X1 ESTIMATED SAVINGS RETAIN AS IS OTHER (explain) MANHAUURS DOLLARS CHANGE DISCONTINUE 16. DATE OF INVENTORY 17. NAME AND TITLE OF PERSON FURNISHING INFORMATION 18. EXTENSION 2 October 1970 Officer/Systems Analyst

P75-00<mark>399R000100080002-7</mark>

Approved For Release 2000 120

FORM

1/12

Approved For Release 2006/12/01-014-Rts-P75-00399R000100080002-7

|   |                   | <del></del>                           |                              |                 |        |              |            |                    | LAMITAN                     | UA              |           |                       |             |
|---|-------------------|---------------------------------------|------------------------------|-----------------|--------|--------------|------------|--------------------|-----------------------------|-----------------|-----------|-----------------------|-------------|
|   | ř.                |                                       | REPORTS INVEN                | ITOR            | RΥ     |              |            |                    | CONTRO                      | . NU.           |           |                       |             |
| PREPARE IN DUPLI                        | CATE              |                                       |                              |                 | -      |              |            |                    |                             |                 | ,         | 103                   |             |
|   |                   | a fill                                | -in report include           | For             | rm No  |              |            |                    | 2. TYPI                     | .               | CT.71.    |                       |             |
| Credentials/I                           |                   |                                       |                              |                 |        | •,           |            |                    | 2. 11PI                     | ·               | STATIST   | <del></del>           | <del></del> |
| Credentials/                            | rirear            | ins -                                 | The Athie                    |                 |        |              |            |                    | REPO                        | 17 <del> </del> | NARRATI   |                       | 7140        |
|   |                   |                                       | PERSONNEL                    |                 |        | TRAINI       | NG         |                    | AOMEN                       | . GENE          |           | -NAME LIS             | 11 NG       |
| 3. FUNCTIONAL ARE                       | FA                |                                       | OGISTICS                     | _               | v      | SECURIT      |            |                    | OTHER                       |                 |           |                       | ·           |
| , | - 1               |                                       | MEDICAL                      | $\neg \uparrow$ | _      | FINANCE      |            |                    | 1                           | (opec           | ,,        |                       |             |
| 4. NO. OF COPIES                        | PREPAR            | EO 5                                  | . FREQUENCY (week!           | y, 6            | nonth  |              |            | tc.)               | 6. DISTRIBU                 | ION (           | No. of co | mponents              | not         |
| 4                                       |                   |                                       | Monthly                      |                 |        |              | -          | -                  | number o                    | f cep i         | es)       | •                     |             |
| 7. FORMAT (memora                       | andum,            | form 8                                | . ADP PROCESSING             |                 |        |              |            | 9. DI              | RECTIVE AUTHO               | RITY            | REQUIRING | REPORT                |             |
| computer print                          | t-out,            | etc)                                  | X YES IF YES G               | IVE             | ADP    | PROCESS      | ING NO.    |                    |                             |                 |           | _                     | 0.5         |
| Computer prin                           |                   |                                       | NO 949D                      |                 |        |              |            |                    |                             |                 |           |                       | 25X1        |
| 10. PREPARING COME                      | POHENT<br>informa | (inclution t                          | de lowest level<br>o report) |                 | II. F  | FEEDER R     | EPORTS (   | State 1<br>encleti | total number<br>ure. Attach | and lo          | lentify b | y Title,<br>if neces: | sary.)      |
| ocs                                     |                   |                                       |                              |                 |        |              |            | _                  |                             |                 |           |                       | 0.5.7.1     |
| OS/BSB,                                 |                   |                                       |                              |                 |        | ІВМ С        | ard (S     | tanda              | rd)                         |                 |           |                       | 25X1        |
|   |                   |                                       |                              | 12              | 2      | COST F       | ACTORS     |                    |                             |                 |           |                       |             |
| <u> </u>                                |                   | · · · · · · · · · · · · · · · · · · · | A. MANUAL                    | PR              | EPA    | RATION       | AND R      | EVIEW              | COSTS                       |                 |           |                       |             |
| -GRADE                                  | HOUR<br>RAT       |                                       | X HOURS PER                  | !<br>B<br>!     |        | PER          | ¥          | MES<br>Pareo       | =                           | CO              | ST PER YE | EAR                   |             |
|   |                   |                                       | - Keypunching                | of              | Fee    | eder R       | eport ·    | -                  |                             |                 |           |                       |             |
| 000                                     | ۵ ۵۰              | _                                     | 010 00 45                    | 1               | 4.0    | 00           | <u>.</u> . |                    |                             |                 |           | 401.00                |             |
|   |                   | ea .                                  | =\$10.00÷*5                  | f               | \$2.   | .00          | Ķ.         | 12                 | †                           |                 |           | \$24.00               |             |
| (cards per mo                           |                   |                                       |                              |                 |        | <b>h</b>     |            |                    | 4                           |                 |           |                       |             |
|   |                   |                                       | month add to                 |                 |        |              |            |                    | Ipulateu                    |                 |           |                       |             |
| lo produc                               |                   |                                       | Tene reports                 | וד '            | W11.T. | J11 C111     | 15 0       |                    |                             |                 |           |                       |             |
|   |                   |                                       |                              | }               |        |              |            |                    | 1                           |                 |           |                       |             |
| <b>[</b>                                |                   |                                       |                              |                 |        |              | <u> </u>   |                    |                             |                 |           |                       |             |
| <u> </u>                                | T 0               |                                       | B. COSTS                     |                 |        |              |            |                    |                             |                 |           | 0                     |             |
|   | No. Co            | ples                                  | Total Pages                  |                 |        | rer          | Total      | Cost               |                             | ,               | •         | Cost Po<br>Year       | er          |
| Report                                  |                   |                                       |                              | Pa              | ge     | •            |            |                    | Prepare                     | l.              |           | ieai                  |             |
| 26 X                                    | ,                 | 4.                                    | = 104                        | K               | Ś      | .03          | 53         | .12                | X 12                        |                 | _         | \$37.44               |             |
|   | _                 | 7                                     |                              | 1               | Υ.     | , 03         | ر ۲۶       | • 12               | 1 12                        |                 |           | <b>93764</b> 7        |             |
|   |                   |                                       |                              | T               | OTA    | L COST       | S PER      | YEAR               |                             |                 |           | \$61.44               |             |
| 13. COMPLETE DETAIL                     | ILED JU           | STIFIC                                | ATION FOR THIS REP           | ORT             | (in    | addition     | n to dire  | ctive              | or authority                | cited           | in item   |                       |             |
| INCLUDE DATE F                          | REPORT            | WAS FI                                | RST STARTED AND CO           | MPON            | VENT   | WHO EST      | ABLISHED   | REQUIR             | EMENT.                      | •, •••          |           | <i>)</i> ,,,          |             |
| This report                             | t is a            | an es                                 | sential aid i                | n t             | he d   | contro       | 1 of th    | he is              | suance and                  | i ret           | rieval    | of Age                | ncy         |
| issued cred                             |                   |                                       |                              |                 |        |              |            |                    |                             |                 |           | Ŭ                     |             |
|   |                   |                                       |                              |                 |        |              | •          |                    |                             |                 |           |                       |             |
|   |                   |                                       |                              |                 |        |              |            |                    |                             |                 |           |                       |             |
|   |                   |                                       |                              | 2               |        |              |            |                    |                             |                 |           |                       |             |
| į                                       |                   |                                       |                              |                 |        |              |            |                    |                             |                 |           |                       |             |
|   |                   |                                       |                              |                 |        |              |            |                    |                             |                 |           |                       |             |
|   |                   |                                       | 14.                          | F               | UTUI   | RE GOA       | IS         |                    |                             |                 |           |                       |             |
| GOAL PROPOSED BY C                      |                   | T FOR                                 |                              |                 |        |              |            | 2                  | 5X1                         |                 |           | D SAVINGS             |             |
| RETAIN AS IS                            | 5                 | <u> </u>                              | OTHER (explain)              |                 |        |              |            |                    | 25                          | XMAN-           | 10URS     | DOLL                  | ARS         |
| CHANGE                                  |                   |                                       |                              |                 |        |              |            |                    |                             |                 |           | [                     |             |
| DISCONTINUE  16. DATE OF INVENT         | Van               | 17                                    | NAME AND TITLE OF            | DEDO            | ΔH =   | (IDM/18/11/1 | v Dievon   | ATION              |                             |                 |           | 10 5                  | ND 1 A 11   |
|   |                   | 11/1                                  | NOTE AND THE UP              | 7EKS            | ON F   | ntik 1941y   | M INFORM   | MIION              | •                           |                 |           | 18. EXTE              | NSION       |
| 2 October 19                            | 70                |                                       |                              |                 |        | Secur        | ity Of     | ficer              | /Systems                    | Anal            | yst       |                       | 1           |
| FORM 310                                | Ann               | <u></u>                               | H For Rologes 20             | #               |        | A PART AND A |            |                    | JORDON TOO                  |                 |           |                       |             |

| I                | ····        |             |                      |                 |              | 0140011  |              |            | LANDEANT                              | -176        |                    |               |             |
|------------------|-------------|-------------|----------------------|-----------------|--------------|----------|--------------|------------|---------------------------------------|-------------|--------------------|---------------|-------------|
| :                |             |             | REPORT               | S INVEN         | VTORY        |          |              |            | CONTROL                               | NO.         | /                  | 09            |             |
| PREPARE IN DUP   | LICATE      |             |                      |                 |              |          |              |            |                                       |             |                    | 1             |             |
| I. TITLE OF REP  | ORT (If     | 4 fl1       | l-in repo            | rt include      | Form         | No.)     |              |            | 2. TYPE                               |             | STATIST            | ICAL          | **********  |
| Credentia        | 1s by       | Cred        | ential               | Number          |              |          |              |            | OF<br>REPOR                           | 7           | IARRATI            | YΕ            |             |
| OT COCHETA       |             | <del></del> |                      |                 | <del>-</del> |          |              |            | KEFOR                                 | X           | AACH I NE          | -NAME         | LISTING     |
|                  |             |             | PERSONNE             | L               |              | TRAI     |              |            |                                       | GENERA      |                    |               |             |
| 3. FUNCTIONAL A  | IREA        |             | LOGISTICS            |                 |              | ζ SECU   |              |            | OTHER                                 | (specify    | ()                 |               |             |
| 4. NO. OF COPIE  | S PREPAR    | ED          | MEDICAL<br>S. FREQUE | NGY (week       | lv. mon      | FINA     | uarterly, o  | etca)      | 6. DISTRIBUT                          | ION (Uo     | of 66              |               | 40 004      |
|                  |             |             | ,                    | ,               |              |          |              |            | number of                             | copies      | )                  | mbouter       | 110 1101    |
| 6                |             |             | Month                | $1 \mathbf{v}$  |              |          |              | Ì          | 3                                     |             |                    |               |             |
| 7. FORMAT (memo  | randum,     | form        | 8. ADP PR            |                 |              |          |              | 9. DIR     | ECTIVE AUTHO                          | RITY REC    | UIRING             | REPOR         | 17          |
| computer pri     | nt-out,     | etc)[       | X YES                | IF YES          | IVE AD       | P PROCE  | SSING NO.    | 1,         |                                       |             |                    |               |             |
| Computer pri     |             |             | 110                  | 949E            | <u>:</u>     |          |              | Ш          |                                       |             |                    |               | 25X1        |
| 10. PREPARING CO | MPOHENT     | (incl       | ude lowes            | t level         | - 111        | • FEEDE  | REPORTS (    | State to   | Hamos                                 | गाय । यक्त  | <del>- 117  </del> | y Titi        | e, .        |
| contributing     | Intorma     | tion        | to report            | )               |              | rorm     | lo., or nom  | ienc latur | re. Attach                            | eperate     | sheet              | if ne         | cessary.)   |
| OCS<br>OS/BSB    |             |             |                      |                 | } ,          | TRM Co   | rd (Stan     | /banb      |                                       |             |                    |               | 25X1        |
|                  |             |             |                      |                 |              | rnu Ca   | ru (atan     | uaru)      |                                       |             |                    |               |             |
|                  | <del></del> |             | <del></del>          | <del></del>     | 12.          | COST     | FACTORS      |            | · · · · · · · · · · · · · · · · · · · | <del></del> |                    |               |             |
|                  |             |             | Α.                   | MANUAT          |              |          | ON AND F     |            | COSTS                                 |             |                    |               |             |
| -00005-          | HOUR        | RLY-        | у-нои                | RS-PER          |              | ST PER   | • •          | IMES       | 70311                                 | 0007        | 950 V              |               |             |
| -GRADE-          | RAT         | E           | X -RE                | PORT-           |              | REPORT   | X PR         | EPARED     | <b>.</b>                              | COST        | PER YE             | AR            |             |
|                  |             | - 5         | **                   |                 |              |          | _            |            |                                       |             |                    |               |             |
|                  |             |             | - Keyp               | unch of         | Feed         | ier Ke   | port -       | •          | •                                     | •           |                    |               |             |
| 200              | x so        | 5 00        | = \$10               | .00 <b>÷</b> *5 |              | 2.00     | 1            | .2         | L .                                   |             | ÷                  | \$24.         | 00          |
| (cards per       |             | <i>5</i> Ca | 4.10                 | ,00. 5          | ,            | 72.00    | 1 -          | . 2        | Ţ                                     |             |                    | Ψ <b>24</b> . | .00         |
| *The 200         |             | per         | month                | add to          | a dat        | a bas    | e that i     | s mani     | bulated                               |             |                    |               |             |
|                  |             |             |                      |                 |              |          | nis is o     |            |                                       |             |                    |               |             |
|                  |             |             |                      |                 |              |          |              |            |                                       |             |                    |               |             |
|                  |             |             |                      |                 | 1            |          |              |            |                                       |             |                    |               |             |
|                  |             |             | В.                   | COSTS           | OF CO        | MPUTE    | R PRODUC     | ED REF     | PORTS                                 |             |                    |               | ·           |
| Pages Per        | No. C       | opie        | s Tota               | 1 Pages         | Cost         | Per      | Total        | Cost       | Time                                  |             |                    | Cost          | Per         |
| Report           |             |             |                      |                 | Page         |          |              |            | Prepared                              |             |                    | Year          |             |
| · ·              |             |             |                      |                 |              |          |              |            | _                                     |             |                    |               |             |
| 142              | Х 6         |             | =                    | 852             | X \$.        | .03 ea   | = \$25.      | 56         | X 12                                  |             |                    | \$306.        | .72         |
|                  |             |             |                      | <del></del>     | <del></del>  |          |              |            |                                       |             |                    |               | <del></del> |
|                  |             | *           |                      |                 | TOT          | CAL CC   | STS PER      | YEAR       |                                       |             |                    | \$330.        | .72         |
| 13. COMPLETE DET | TAILED JU   | STIFE       | CATION FO            | R THIS RE       | PORT (1      | n addid  | ion to dir   | ective o   | r authority                           | cited i     |                    |               |             |
| INCLUDE DATE     | REPORT      | WAS F       | IRST STAR            | TED AND C       | OMPONE       | AL MHO E | STABLISHED   | REQUIRE    | MENT.                                 |             |                    |               | Ť           |
|                  |             |             |                      |                 |              |          |              | _          | ۰                                     |             |                    |               |             |
| This repo        |             |             |                      |                 |              |          |              |            |                                       |             | ieval              | of A          | lgency      |
| issued cr        | edenti      | als.        | Requi                | rement          | estat        | olishe   | d by OS.     | Date       | unknown.                              |             |                    |               |             |
|                  |             |             |                      | ·               |              |          |              |            |                                       |             |                    |               |             |
|                  |             |             | •                    |                 |              |          |              |            |                                       |             |                    |               |             |
|                  |             |             |                      |                 |              |          |              |            |                                       |             |                    |               |             |
|                  |             |             | ····                 | ւ.              | FU           | CURE G   | OATS         | 25X1       |                                       |             |                    |               | ·· —        |
| GOAL PROPOSED BY | COMPONE     | NT FO       | R THIS RE            |                 |              | V        |              | ~ ~ ~ T.   |                                       | ES          | TIMATE             | D SAVI        | NGS         |
| RETAIN AS        |             |             | -                    | explain)        |              |          |              |            | ·                                     | JOH-NAM     |                    | 7             | OLLARS      |
| CHAINGE          |             |             | Ţ.,                  | •               |              |          |              |            | 1.                                    |             |                    |               |             |
| DISCONTINU       |             | _,          |                      |                 |              |          |              |            |                                       |             | ·····              |               | ***         |
| 16. DATE OF INVE | NTORY .     | 17.         | NAME AND             | TITLE OF        | PERSON       | FURNIS   | HING INFOR   | MATION     |                                       |             |                    | 18. E         | XTENSION    |
| 2 0-4-3 1        | 070         |             |                      |                 | ┪.           | C        | 0664         | 10         |                                       | l a.        |                    |               |             |
| 2 October 1      | Lフ/U        | _ ! .]      |                      |                 | DAY.         | POPUL    | CENT WILLIAM |            | stems Anal                            | Lyst        |                    | i [           |             |

CONTROL NO. REPORTS INVENTORY 105 PREPARE IN DUPLICATE 2. TYPE STATISTICAL 1. TITLE OF REPORT (if a fill-in report include Form No.) OF HARRATIVE C&P Telephone Badge by Alpha REPORT MACHINE-NAME LISTING PERSONNEL TRAINING ADMIN. GENERAL OTHER (specify) SECURITY LOGISTICS 3. FUNCTIONAL AREA FINANCE MEDICAL 6. DISTRIBUTION (No. of components not 5. FREQUENCY (weekly, monthly, quarterly, etc.) 4. NO. OF COPIES PREPARED number of copies) Monthly 9. DIRECTIVE AUTHORITY REQUIRING REPORT 7. FORMAT (memorandum, form 8. ADP PROCESSING computer print-out, etc) X YES IF YES GIVE ADP PROCESSING NO. 25X1 Computer print-out 959A II. FEEDER REPORTS (State total number and identity by Title, 10. PREPARING COMPONENT (include lowest level Form No., or nomenciature. Attach separate sheet if necessary.) contributing information to report) 25X1 OS/BSB Form #1772 (Special IBM Card) COST FACTORS PREPARATION AND REVIEW COSTS MANUAL HOURS PER COST PER TIMES HOURLY COST PER YEAR -GRADE-X REPORT PREPARED -RATE--REPORT-Keypunching of Feeder Report -\$ 3.84 \$.05 ea \\$1.25\*\*4 \$.32 12 25 (cards per no) \*The 25 cards per month add to a data base that is manipulated to produce 4 different reports of which this is one. COSTS OF COMPUTER PRODUCED REPORTS Total Cost Cost Per Pages Per No. Copies Total Pages Cost Per Times Prepared Year Page Report 12 \$16.20 45 \$.03 9 X \$1.35 TOTAL COSTS PER YEAR \$20.04 13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT. This report is an essential aid in the control of the issuance and retrieval of Agency issued credentials. Requirement established by OS. Date unknown. FUTURE GOALS ESTIMATED SAVINGS GOAL PROPOSED BY COMPONENT FOR THIS REPORT 25X1 2 MAN-HOURS DOLLARS OTHER (explain) RETAIN AS IS CHANGE DISCONTINUE 18 FXTENSION 17. NAME AND TITLE OF PERSON FURNISHING INFORMATION 16. DATE OF INVENTORY Security Officer/Systems Analyst 2 October 1970

Approved For Release 2000 12/07 2007 75-003 9R000100080002-7

(22-36-43)

FORM 142

Approved For Release 2006 2011 PP75-00399R000100080002-7

|                               |                      | <del></del>    | <del>n en euskann</del><br>La         | <del></del>           |                |                    |                          |                    | CONTROL                               | NO.                                   |                   |                         |
|-------------------------------|----------------------|----------------|---------------------------------------|-----------------------|----------------|--------------------|--------------------------|--------------------|---------------------------------------|---------------------------------------|-------------------|-------------------------|
| BOCKARC IN BURL               | CATE                 | •              | REPOR                                 | TS INVEN              | TORY           |                    |                          |                    |                                       |                                       | ,                 | 106                     |
| PREPARE IN OUPLI              |                      | a f111         | -in rene                              | ort include           | Form N         | o.)                |                          | <del></del>        | 2. TYPE                               | 1                                     | STATISTI          |                         |
|                               | •                    |                |                                       |                       |                | •                  | •                        |                    | OF                                    |                                       | HARRATIV          |                         |
| C&P Tele                      | phone                | Del            |                                       | by Alpha              | a .            |                    |                          |                    | REPORT                                | X                                     |                   | NAME LISTING            |
|                               |                      | П              | PERSONNI                              |                       |                | TRAININ            |                          |                    | ADMIN.                                |                                       |                   |                         |
| 3. FUNCTIONAL AR              | EA                   | <u> </u>       | LOGISTICS                             |                       | X              |                    | <del></del>              |                    | OTHER (                               | specif                                | <b>ሃ</b> ነ        |                         |
| 4. NO. OF COPIES              | PREPAR               | ED 6           | MEDICAL<br>5. FREOU                   | ENCY (week!           | y, mon+        | FINANCE            |                          | <del>c.)</del> 6   | . DISTRIBUTI                          | ON (No                                | • of com          | ponents not             |
| TE HOS OF DUPIES              | , neral              |                | )                                     | (4000)                |                |                    |                          |                    | number of                             | copies                                | )                 | ·                       |
| 1                             | 3                    |                |                                       | Monthly               | <b>y</b>       |                    | •                        |                    |                                       | 2                                     |                   |                         |
| 7. FORMAT (memor              | andum,               | form           | ADP P                                 | ROCESSING             |                |                    |                          | 9. DIRE            | ECTIVE AUTHOR                         | ITY RE                                | QUIRING           | REPORT                  |
| computer prin<br>Computer pri | t-out,               | etc)[          | X YES                                 | IF YES G<br>959       | 9C             | PROCESSI           |                          |                    |                                       |                                       |                   | 25X1                    |
| 10. PREPARING COM             |                      |                |                                       |                       | 11.            | FEEDER R           | EPORTS (St<br>, or nomer | tate to<br>nolatur | otal number a<br>re. Attach s         | nd idei<br>eperate                    | ntify by<br>sheet | itie,<br>if necessary.) |
| OCS<br>OS/BSB/                |                      |                |                                       |                       |                | For                | m #1772                  | (Spe               | ecial IBM                             | Card)                                 | •                 | 25X1                    |
|                               |                      |                |                                       |                       | <del>-</del> - | COCM -             | A CHODO                  |                    |                                       |                                       |                   |                         |
|                               | <del></del>          |                | Λ.                                    | MANTIAT               | 12.            |                    | ACTORS AND RE            | יויםדעי            | COSTS                                 | · · · · · · · · · · · · · · · · · · · |                   |                         |
|                               | HOU                  | RLY            | <u> </u>                              | MANUAL<br>URS-PER     |                | T DCD              | TIM                      | IES .              | <u> </u>                              | 7200                                  | PER YEA           | 1R                      |
| GRADE                         | -RA                  |                |                                       | EPORT-                |                | EPORT              |                          | ARED               | <b>-</b>                              |                                       |                   | .,17                    |
|                               |                      |                |                                       | - Keypun              | ching          | of Fee             | der Rep                  | ort -              | 1                                     |                                       |                   |                         |
| 25 X                          | Ċ Ś.                 | 05 e           | a = \$1                               | 25÷*4                 | = s            | .32                | K 12                     | i                  | +                                     |                                       |                   | \$ 3.84                 |
| (Cards                        | er Mo                | o.)            |                                       |                       | ļ ·            |                    |                          |                    |                                       |                                       |                   |                         |
| *The 25                       | cards                | per            |                                       | add to                |                |                    |                          |                    | pulated                               |                                       |                   |                         |
| to pro                        | iuce 4               | + dif          | rerent                                | reports               | or w           | nich th            | us is o                  | ne.                | a                                     |                                       |                   |                         |
|                               |                      | .• .           |                                       |                       |                |                    |                          |                    |                                       |                                       |                   |                         |
|                               |                      |                | В.                                    | COSTS                 | OF CO          | MPUTER             | PRODUCE                  | D REF              | PORTS                                 |                                       |                   |                         |
| Pages Per                     | No. C                | Copie          |                                       | al Pages              | T              |                    | Total                    |                    | Times                                 |                                       | Cost              | t Per Year              |
| Report                        |                      |                |                                       | , ,                   | Page           |                    |                          |                    | Prepared                              |                                       |                   |                         |
|                               | _                    | _              | .                                     |                       |                |                    |                          | , ,                | 7 10                                  |                                       |                   | ¢ 17 ዓባ                 |
| 16                            | ζ                    | 3              | F                                     | 48                    | <u>k</u> \$    | .03                | = \$1.                   | 44                 | X 12                                  |                                       |                   | \$ 17.28                |
|                               |                      |                |                                       |                       | TOT            | AL COST            | S PER Y                  | ŒAR                |                                       |                                       |                   | \$21.12                 |
| 13. COMPLETE DET              | AILED J              | USTIF          | CATION F                              | FOR THIS RE           | PORT (i        | n additio          | n to direc               | ctive o            | or authority                          | cited                                 | in item           | 9). IF KNOWN,           |
| INCLUDE DATE                  | REPORT               | WAS F          | IRST ST                               | ARTED AND C           | OMPONEN        | T WHO EST          | ABLISHED I               | REQUIRE            | EMENT.                                |                                       |                   |                         |
| m: 4                          |                      |                | .000                                  | 'n1 n4 3 3            | n +1-          | CONF               | 11 of +h                 | ne for             | suance and                            | ret                                   | rieval            | of Agency               |
| This report                   | rt 18<br>adent:      | an €<br>jalo   | ssenti<br>Reco                        | iai ald 1<br>Tirement | estah<br>detae | . concre<br>lished | by OS.                   | Date               | e unknown.                            |                                       |                   | J                       |
| issued cr                     | cu <del>c</del> ill. | <u>.u.to</u> . | wedi                                  |                       |                |                    | ,                        |                    |                                       |                                       |                   |                         |
|                               |                      |                |                                       | ·•                    |                |                    |                          |                    |                                       |                                       | 25X1              |                         |
|                               |                      |                |                                       |                       |                |                    |                          |                    |                                       |                                       | =                 |                         |
| <u></u>                       |                      |                | · · · · · · · ·                       |                       |                | IIDE CC            | TO                       |                    | <del> </del>                          |                                       |                   |                         |
| 0041 00000000                 | CONCO                | IENT C         | D TUIC                                | LL.                   | , FUI          | URE GOA            | 112                      |                    | · · · · · · · · · · · · · · · · · · · |                                       | ESTIMATE          | D SAVINGS               |
| GOAL PROPOSED BY RETAIN AS    |                      | ,EN1 F(        |                                       | (explain)             |                |                    |                          | 25X                | :1                                    | MAN-H                                 |                   | DOLLARS                 |
| CHANGE                        |                      | <del></del>    |                                       |                       |                |                    |                          | 201                |                                       |                                       |                   |                         |
| DISCONTINU                    |                      |                | · · · · · · · · · · · · · · · · · · · |                       |                |                    |                          |                    |                                       |                                       |                   | 16 60-50-5              |
| 16. DATE OF INVE              |                      | 17,            | NAME A                                | NO TITLE OF           | PERSON         |                    |                          |                    | O                                     | T .                                   |                   | 18. EXTENSION           |
| 2 October                     | 1970                 |                |                                       |                       | n              | WE SECTION         | TTAPET:                  | cer/               | Systems A                             | иатуѕ                                 | L                 |                         |
| FORM 310                      | Δnr                  | )rove          | For P                                 | elease DO             | <u> </u>       | CA A SECTION       | <b>2111</b> 75 (         | 00300              | R00010008                             | งกกกว                                 | -7                |                         |

| . · · · · A                                | pprove                                  | ed For Re                | elease 20              | 06/19       |                                       | RDP7         | 5-00B          | 99R0001                            | 00080                                 | 002-7       |                         |
|--|---|--------------------------|------------------------|-------------|---------------------------------------|--------------|----------------|------------------------------------|---------------------------------------|-------------|-------------------------|
|  |   |                          | INVENT                 |             | · · · · · · · · · · · · · · · · · · · |              |                | Cont                               | HOL HO.                               | )           |                         |
| PREPARE IN DUPLICATE                       |   | ICDI OILIC               | > TWADW1               | OKĻ         |                                       | ,            |                |                                    |                                       |             | 107                     |
| 1. TITLE OF REPORT (14                     | a 4111                                  | -in repor                | t include l            | Form No     | ·•)                                   |              |                | 2. T                               | YPE                                   | STATIST     | ICAL                    |
| CSP Tolophono                              | Dolo:                                   | tions b                  | v Radao                | Numbe       |                                       |              |                |                                    | OF PORT                               | HARRATI     | VE                      |
| C&P Telephone                              |   |                          |                        | Numbe       |                                       |              |                |                                    |                                       |             | -HANE LISTING           |
|  |   | PERSONNEL<br>LOGISTICS   | <u> </u>               |             | TRAININ                               |              |                |                                    | MN. GE                                |             |                         |
| 3. FUNCTIONAL AREA                         | <del></del>                             | MEDICAL                  |                        | <u> X</u>   | FINANCE                               | 1            |                | 0.18                               | ER (sp                                | ecity)      |                         |
| 4. NO. OF COPIES PREPA                     |   |                          | CY (weakly             | , month     |                                       | terly, e     | tc.)           | 6. DISTRI                          | BUTION<br>of co                       | (ilo. of co | mponents not            |
| 3  |   |                          | Month1                 | .y          |                                       | *            | •              |                                    | '                                     | 2           |                         |
| 7. FORDAY (memorandum,                     | fora 8                                  | ADP PRO                  |                        | <del></del> |                                       |              | 9. 01          | RECTIVE AU                         | THORIT                                | Y REQUIRING | REPORT                  |
| computer print-out,                        | etc)                                    | X YES                    | IF YES GI              | VE ADP      | PROCESS I                             | NG NO.       |                |                                    |                                       | • • •       |                         |
| Computer print-ou                          | t [                                     | 110                      | 9590                   | )           |                                       |              |                |                                    |                                       |             | 25X1                    |
| O. PREPARING COMPONENT contributing inform | (incluation t                           | ide lowest<br>to report) | level                  | 11.         | FEEDER RE<br>Form No.,                | PORTS (      | State to       | <del>lota: numb</del><br>ure. Atta | ch sepa                               | rate sheet  | Title,<br>if necessary. |
| OCS  |   | -                        | <b>_</b>               |             |                                       | 11 <b></b> 0 |                |                                    |                                       |             | 25X1                    |
| OS/BSB/                                    |   |                          |                        |             | Form                                  | #1772        | (Spe           | ecial IB                           | M Car                                 | d)          | 294.                    |
|  |   |                          |                        | 12.         | COST F                                | ACTORS       | 3              |                                    |                                       |             |                         |
|  |   |                          | MANUAL.                |             |                                       | AND R        | EVTEV          | I COSTS                            |                                       |             |                         |
|  | IRLY<br>ITE                             | X -HOUR                  | S-PER -                |             | T PER<br>PORT                         |              | IMES<br>Epared | =                                  | •                                     | COST PER Y  | EAR                     |
|  |   | - I                      | Keypunch               | ing c       | f Feed                                | er Rep       | ort -          |                                    |                                       |             |                         |
| 25 X \$.                                   | 05 00                                   | _ 01                     | 25 <b>÷</b> *4 =       | ٠           | 22                                    | X 1          | າ.<br>າ        | 1                                  |                                       |             | \$ <b>3.</b> 84         |
| (cards per mo)                             | OJ Ea                                   | _                        | 234                    | ν.          | J2 .                                  | A            | . 4            | T                                  |                                       | . •         | ٠,04                    |
| *The 25 card                               | s per                                   | month a                  | add to a               | data        | base.                                 | that i       | s man          | ibulate                            | d :                                   | •           |                         |
| to produce                                 |   |                          |                        |             |                                       |              |                |                                    | <del></del> ,                         |             |                         |
|  |   |                          | - '                    |             | •                                     |              |                |                                    |                                       |             |                         |
|  |   |                          |                        |             |                                       |              |                |                                    |                                       |             |                         |
|  |   | В.                       | COSTS O                | F COM       | PUTER                                 | PRODUC       | ED RE          | EPORTS                             |                                       |             |                         |
| ages Per No. C                             | opies                                   | 1                        | l Pages                |             |                                       | Tota1        |                |                                    |                                       | Co          | st Per Year             |
| Report                                     | •                                       |                          | - 1                    | Page        |                                       |              |                | Prepa                              | red                                   | •           |                         |
|  |   |                          | , '                    |             |                                       |              |                | _                                  |                                       | -           |                         |
| 16 X                                       | 3                                       | = 4                      | 48 X                   | \$.         | 03                                    | = \$1        | . 44           | <b>X</b> 12                        |                                       |             | \$17.28                 |
|  |   |                          | <del>-,,-i,-,-}.</del> | ጥርምል        | L COST                                | S PER        | VEAR           |                                    |                                       |             |                         |
|  |   | <del></del>              | -                      |             |                                       |              |                |                                    |                                       |             | \$21.12                 |
| 3. GONPLETE DETAILED . INCLUDE DATE REPORT | USTIFIC                                 | CATION FOR               | THIS REPO              | ABONENT     | addition                              | n to dir     | REQUIR         | or author                          | ity cit                               | ed in item  | 9). IF KNOWN            |
| THOUSE DATE HER ONE                        | , ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,, | 11101 0111111            | CO AID OU              | 1           | mile 2017                             |              |                |                                    |                                       |             |                         |
| This report is                             | an e                                    | ssentia                  | l aid in               | the         | contro                                | 1 of t       | he is          | suance                             | and r                                 | etrieval    | of Agency               |
| issued credent                             | ials.                                   | Requi                    | rement e               | stáb]       | Lished                                | by OS.       | Dat            | e unkno                            | wn.                                   | •           |                         |
|  |   |                          |                        | - E         |                                       |              | •              |                                    |                                       | •           |                         |
|  |   | •                        | •                      |             |                                       |              |                | •                                  |                                       |             |                         |
|  |   |                          | . •                    |             |                                       |              |                |                                    |                                       | ,           | •                       |
| <b>*</b>                                   |   |                          |                        |             |                                       |              |                |                                    |                                       |             |                         |
| •  |   | <del></del>              | 71                     | 777700*     | TDT2 -0.01                            | * C          |                |                                    | · · · · · · · · · · · · · · · · · · · | <del></del> |                         |
|  | SENT EN                                 | 2 THIS DEG               | 14.                    | FUT         | JRE GOA                               | IS           | 0 E t#1        | 1                                  | [ 25)                                 | XI getiust  | EO SAVINGS              |
| <del></del>                                | NEMT FOR                                | _                        | ORT                    | FUT         | JRE GOA                               | IS           | 25x1           | 1                                  |                                       |             | ED SAVINGS              |
| OAL PROPOSED BY COMPON                     | VENT FOR                                | R THIS REP<br>OTHER (e   | ORT                    | FUT         | JRE GOA                               | īs           | 25X1           | 1                                  |                                       | ×1 ESTIMATI | ED SAVINGS<br>DOLLARS   |
| RETAIN AS 1S CHAIGE DISCONTINUE            | NENT FOR                                | _                        | ORT                    | FUT         | JRE GOA                               | IS           | 25X1           | 1                                  |                                       |             | ,                       |
| RETAIN AS 1S<br>CHAINGE                    |   | OTHER (                  | ORT                    |             | •                                     |              |                |                                    |                                       |             | ,                       |
| RETAIN AS 1S CHAIGE DISCONTINUE            |   | OTHER (                  | orr<br>explain)        | PERSON      | FURNISHIA                             | IG INFOR     | MATION         |                                    | ALS                                   | N-HOURS     | DOLLARS                 |

Approved For Release 2006/14/03si GLA-RDP75-00399R000100080002-7

|   |                  | <del></del>                  |          |                                       |                        | CONTROL                               | NO.                            |                            |
|---|------------------|------------------------------|----------|---------------------------------------|------------------------|---------------------------------------|--------------------------------|----------------------------|
|   |                  | REPORTS INVENT               | IORY     |                                       |                        |                                       |                                | 108                        |
| PREPARE IN DUPLICATE                    |                  |                              |          |                                       |                        |                                       |                                | 2 T V                      |
| 1. TITLE OF REPORT (                    | if a fi          | ll-in report include         | Form No  | 0.)                                   |                        | 2. TYPE                               | STATIST                        | ICAL                       |
| Visitor-No-Fa                           | cort/L           | Vatchman Post by             | Alnh     | a.                                    |                        | OF<br>REPORT                          | HARRATI                        |                            |
| ATSTOL-MO-TS                            |                  |                              |          |                                       |                        |                                       | X MACHINE                      | -MANE LISTING              |
|   | <u> </u>         | PERSONNEL                    |          | TRAINING                              |                        |                                       | GENERAL                        |                            |
| 3. FUNCTIONAL AREA                      | <b> </b>         | LOGISTICS                    | _   X    | SECURITY                              |                        | OTHER (                               | specify)                       |                            |
| 4. NO. OF COPIES PRE                    | PAREO.           | MEDICAL 5. FREQUENCY (weekl) | /- mon+1 | FINANCE                               | etca) 6                | DISTRIBUTE                            | ON (No. of co                  | omponents not              |
|   | PARED            |                              | ,        | miy, qual col ly,                     | "                      | number of                             |                                | mponones not               |
| 4                                       |                  | Quarterly                    |          |                                       | }                      | 3                                     |                                |                            |
| 7. FORMAT (memorandu                    | m, form          | 8. ADP PROCESSING            |          |                                       | 9. DIRE                | CTIVE AUTHOR                          | ITY REQUIRING                  | REPORT                     |
| computer print-ou                       | it, etc)         | X YES IF YES G               | IVE ADP  | PROCESSING NO.                        | 1 -                    |                                       |                                | <b>1</b> 25X1              |
| Computer print-                         |                  | NO 973                       |          |                                       |                        |                                       |                                |                            |
| 10. PREPARING COMPONE contributing info |                  |                              | 11-      | FEEDER REPORTS Form No., or not       | (State to<br>menclatur | tal number a:<br>o. Attach s          | nd identify b<br>eperate sheet | y Title,<br>If necessary.) |
| ocs                                     | a s              | <u> </u>                     |          |                                       |                        |                                       |                                |                            |
| OS/BSB/                                 |                  |                              |          | Form #1059 (                          | Specia.                | L IBM Card                            | 1)                             | 25X1                       |
|   |                  |                              | 12.      | COST FACTOR                           | S                      |                                       |                                |                            |
|   |                  | A. MANUAL                    |          | ARATION AND                           |                        | COSTS                                 |                                |                            |
|   | HOURLY-          | X -HOURS PER                 | cos      |                                       | TIMES<br>REPARED       | I                                     | COST PER Y                     | EAR                        |
|   | -7711 😓          |                              |          | of Feeder Re                          |                        |                                       | . ·                            |                            |
|   |                  | - Keypund                    |          |                                       | -p                     |                                       |                                |                            |
| 18,000 X                                | \$.05            | ea=\$900.00:*4               | \$ \$2   | 225 X 4                               |                        | <b>-</b>                              |                                | \$900.00                   |
| (cards per gtr)                         |                  |                              | .,       |                                       | •                      |                                       |                                |                            |
| *The 18,000 car                         | ds per           | r quarter add to             | a da     | ata base that                         | is ma                  | ipulated                              |                                |                            |
| to produce 4 d                          | iffer            | ent reports of v             | hich     | this is one.                          | •                      |                                       |                                |                            |
|   |                  |                              |          |                                       |                        |                                       |                                |                            |
|   |                  |                              |          |                                       |                        |                                       |                                |                            |
|   |                  | B. COSTS                     | OF CO    | MPUTER PRODU                          | CED REF                | ORTS                                  |                                |                            |
| Pages Per No.                           | Copi             |                              |          |                                       |                        | Times                                 | Cost P                         | er Year                    |
| Report                                  | - F <del>-</del> | J                            | Page     | e                                     |                        | Prepared                              |                                |                            |
|   |                  |                              |          | -                                     |                        |                                       |                                | A 71 00                    |
| 156 K                                   | 4                | = 624                        | \$.      | .03 + \$18                            | 3.72                   | X 4                                   |                                | \$ 74.88                   |
|   |                  |                              | L        |                                       |                        | 1                                     |                                |                            |
|   |                  |                              | TOT      | AL COSTS PER                          | YEAR                   |                                       |                                | \$974.88                   |
| 13. COMPLETE DETAILE                    | O JUSTII         | FICATION FOR THIS REP        | ORT (I   | n addition to di                      | rective o              | r authority                           | cited in item                  |                            |
| INCLUDE DATE REP                        | ORT WAS          | FIRST STARTED AND CO         | MPONEM   | T WHO ESTABLISHE                      | O REQUIRE              | MENT.                                 |                                |                            |
| This report                             | is use           | d to maintain a              | reco     | rd of when n                          | on Agen                | cy - UNE                              | badge hold                     | ers are in                 |
| Agency Headqu                           | ıarter           | sarea buildings              | The      | ey are also                           | used as                | a criter                              | ia (number                     | of visits)                 |
| to establish                            | the n            | eed for issuing              | VNE I    | Badges.                               |                        |                                       |                                |                            |
|   |                  |                              |          |                                       |                        |                                       |                                |                            |
|   |                  |                              | 1        |                                       |                        |                                       |                                |                            |
| 7                                       |                  | i                            | f.       | 25                                    | V1                     | · · · · · · · · · · · · · · · · · · · |                                |                            |
|   | <del></del>      | 14.                          | FUT      | URE GOALS                             |                        |                                       |                                |                            |
| GOAL PROPOSED BY COM                    | PONENT           | FOR THIS REPORT              |          | · · · · · · · · · · · · · · · · · · · | ·                      |                                       | ESTINAT                        | ED SAVINGS                 |
| RETAIN AS IS                            |                  | OTHER (explain)              |          |                                       |                        | . [                                   | Mad <del>o</del> iours         | DOLLARS                    |
| CHANGE                                  |                  |                              | ľ        |                                       |                        | ,                                     | •                              |                            |
| DISCONTINUE                             |                  | T MANE AND TATLE OF          | DEDCAN   | CHONICH INC. 1100                     | WAITANG                | <u> </u>                              | <u> </u>                       | 18 EXTENSION               |
| 16. DATE OF INVENTOR                    | - 1              | 7. NAME AND TITLE OF         | PERSON   |                                       |                        | /Cratana                              | Analwe+                        | - Exterision               |
| 2 October 19                            | 70               |                              |          | Security<br>FIRENTIAL                 | orricer                | /Systems                              | пиатурс                        |                            |
| F08% 31.0                               | \ nnrov          | ed For Release box           |          |                                       | 5 00360                | P0001000                              | 20002.7                        | 1                          |

Approved For Release 2000/19/2014 PP75-00399R000100080002-7

| <del></del>              |  | ·             |                  | L                                     |  |  |             |                |             | CONTROL                | VO-  |           |                       |               |
|--------------------------|--|---------------|------------------|---------------------------------------|--|--|-------------|----------------|-------------|------------------------|--|-----------|-----------------------|---------------|
|                          |  |               | REPOR            | TS INVEN                              | TORY   |  |             |                |             |                        |  |           | 167                   |               |
| PREPARE IN DUPLI         |  | <b>€111</b>   | -in car          | ort include                           | Form N                                       | lo . )   |             |                |             | 2. TYPE                | <del>                                     </del> | STATIST   | 1041                  |               |
|                          |  |               |                  |                                       | *  | ·  |             |                |             | OF                     |  | HARRATI   |                       |               |
| Visitor-N                | o-Esco                                 | ort/W         | latchm           | an Post-A                             | lpha   | by Of  | ice         |                |             | REPORT                 |  |           | -MAME LIST            | 71:XG         |
|                          |  | <del></del> } | PERSONN          |                                       |  | TRAINI   |             | ,              |             | ADMIN.                 | GENERA   | L         |                       |               |
| 3. FUNCTIONAL AR         | EA                                     | <del></del> } | OGISTIC          |                                       | <u> </u>                                     |  |             |                |             | OTHER (                | specif   | γ)        | •                     |               |
| 4. NO. OF COPIES         | PREPAR                                 |               | MEDICAL<br>FREOU | ENCY (week!                           | v. mont                                      | FINANC   |             | tc-)           | 6- 01       | STRIBITI               | ON (tio  | of co     | mponents (            | not           |
| TO HOS OF DOFFED         | · · · · · · · · · · · · · · · · · · ·  | -             | = + m= Ao        |                                       |  |  | ,, 0        | /              |             | mber of                |  |           | perierite i           |               |
| 3                        |  |               |                  | Quarterl                              | y  |  |             |                |             | 3                      |  |           |                       |               |
| 7. FORMAT (memor         | andum,                                 | form 8        | . ADP P          | TOTAL CONTRACTOR OF THE PARTY.        |  | Mar. 12 22 24 11 11 11 11 11 11 11 11 11 11 11 11 11 |             | 9. 01          | RECTIV      | E AUTHOR               | ITY RE   | QUIRING   | REPORT                |               |
| computer prin            |  |               |                  |                                       |  | PROCESS  | ING NO.     |                |             |                        |  |           | 1 /                   | 25X1          |
| Computer pri             |  |               | NO love          | 9731                                  |  | ECCUED   | REPORTS (   |                | +0+-1       | number :               | . د د ا  | A 1 B L . | L                     | FORI          |
| contributing             | informa                                | tion t        | o Lebou          | t)                                    |  | Form No  | ., or nom   | enclati        | ure.        | number as<br>Attach se | eperate  | sheet     | y litle,<br>If necess | ary.)         |
| OCS -                    |  | .1.           | 1 1              | · · · · · · · · · · · · · · · · · · · |  | ~~   |             | 10             |             | TDM C                  |  | •         | ,                     | ) E 771       |
| OS/BSB,                  |  | ·•            |                  |                                       |  | For  | n #1059     | (Spe           | cıal        | TRW Cs                 | rd)  |           |                       | 25X1          |
|                          |  |               |                  |                                       |  |  | FACTORS     |                |             |                        |  |           |                       |               |
| <u> </u>                 |  |               | A_               |                                       |  |  | N AND R     |                | r cos       | TS                     |  |           |                       |               |
| -GRADE                   | HOUR<br>-RAT                           |               | Υ                | URS-PER<br>EPORT-                     |  | ST PER<br>EPORT                                      |             | IMES<br>Epared | =           |                        | COST   | PER YE    | AR                    |               |
|                          |  |               |                  | - Keypun                              | hing   | of Fe  | eder Re     | port           | -           |                        |  |           |                       |               |
| 10 000                   | , è A                                  | 5 ~ .         | -600             | 0.00÷*4                               | ء ا  | 225  | ¥ 4         | • .            | 1           |                        |  |           | \$900                 | .00           |
| 18,000 K<br>(cards per p |  | , ea          | - P9U            | 0.007°4                               | ر ک  | 44.  | <b>†</b>    |                | T           |                        |  |           | φ <i>σ</i> υσ,        |               |
| *The 18,000              |  | per           | quart            | er add t                              | a d  | ata ba:  | se that     | is m           | anip        | ulated                 |  |           |                       |               |
| to produce               |  |               |                  |                                       |  |  |             |                |             |                        |  |           |                       |               |
|                          |  | ,             |                  |                                       |  |  |             |                |             |                        |  |           |                       |               |
|                          |  |               |                  |                                       |  |  |             |                |             |                        |  |           |                       |               |
|                          |  |               | <u>B.</u>        |                                       |  |  | PRODUC      |                |             |                        |  | <u> </u>  |                       |               |
|                          | No. C                                  | opies         | Tot              | al Pages                              | 1  | Per  | Total       | Cost           | 1           | mes                    |  | Cost      | Per Yea               | ar            |
| Report                   |  |               |                  |                                       | Page   |  |             |                | Pr          | epared                 |  |           |                       |               |
| 172                      | ζ.                                     | 3             |                  | 516                                   | k \$   | .03  | <b>\$15</b> | . 4.8          | $\star$     | 4                      |  |           | \$ 61.                | .92           |
|                          | ······································ |               | _1               |                                       | <u>.                                    </u> |  |             |                |             |                        |  |           |                       |               |
|                          |  |               |                  |                                       |  |  | TS PER      |                |             |                        |  |           | \$961                 |               |
| 13. COMPLETE DET         | AILED JL                               | STIFIC        | CATION F         | OR THIS RE                            | PORT (I                                      | n additi   | on to dir   | ective         | or au       | thority o              | ited i   | n item    | 9). IF K              | NOWN,         |
| INCLUDE DATE             | KEPURT                                 | WAS F         | 160   21 \       | ARIED AND CI                          | JIN UNEN                                     | i who es   | · WOLIGHED  | us for         | nemeni      | • .                    |  |           |                       |               |
| This repor               | rt is                                  | used          | to ma            | intain a                              | reco   | rd of  | when no     | n Age          | ency        | - VNE 1                | badge  | hold      | ers are               | in            |
| Agency Hea               | adquar                                 | ters a        | area b           | uildings                              | . Th   | ey are   | also u      | sede           | as a        | criter                 | ia (n  | umber     | of vis                | its)          |
| to establi               | ish th                                 | e ne          | ed for           | issuing                               | VNE  | Badges   | •           |                |             |                        |  |           |                       |               |
| Į                        |  |               |                  | .5                                    |  |  |             |                |             |                        |  |           |                       |               |
|                          |  |               | :                | •                                     |  |  |             |                |             |                        |  |           |                       |               |
| <b>-</b>                 |  |               |                  | 14.                                   | FUI  | URE GO   | ALS         |                |             |                        |  |           |                       |               |
| GOAL PROPOSED BY         | COMPONE                                | NT FO         | R THIS I         |                                       |  |  |             |                | <del></del> |                        |  | STIMATE   | ED SAVINGS            |               |
| RETAIN AS                | 18                                     |               | OTHER            | (explain)                             |  |  |             |                | 25X1        |                        | MAN-H  | URS       | DOLL                  |               |
| CHAIGE                   | <u>,</u>                               |               |                  |                                       | •  |  | •           |                |             |                        |  |           | 25X                   | 1             |
| 16. DATE OF INVE         |  | 17-           | NAME A           | O TITLE OF                            | PERSON                                       | FURNISH  | ING INFOR   | MATION         | •           |                        |  | ·         | 18. EXTE              | NSION         |
| 2 October                |  |               |                  |                                       |  |  | rity Of     |                |             | tems A                 | nalys  | st        |                       |               |
| <u> </u>                 |  |               |                  |                                       |  | CIRCA  | TIAL        |                |             |                        |  |           |                       | <del></del> _ |
| FORM 11.2                | Δnr                                    | rove          | 1 For R          | eleasel20                             | MALLIN                                       | (DOC)  | MAN MED 7   | 5-003k         | 9RAC        | ากปกกกร                | 20002  | _7        |                       |               |

|                      |                | <del></del>     |             |              |          |               |             | CONTROL        | NG.           |                |
|----------------------|----------------|-----------------|-------------|--------------|----------|---------------|-------------|----------------|---------------|----------------|
|                      |                | REPORTS         | INVENT      | <b>IORY</b>  |          | •             | •           |                |               | 112            |
| PREPARE IN DUPLICAT  | ٠ <u>.</u>     | • .             |             |              |          |               |             |                |               | 110            |
| 1. TITLE OF REPORT   | (14 a 41)      | li-in report    | include     | Form No      | )        |               |             | 2. TYPE        | STATIO        | TICAL          |
| Visitor-N            | 0-Feco         | rt/Watahm       | an. Poot    | - h n        | ndaa N   | io            |             | OF<br>REPORT   | 11/02/17      |                |
| VISICUI-N            | O-ESCO         | ,               | an rost     | - ру в       |          |               | ·           | KEFONI         | X XXAGHIII    | E-NAME LISTING |
|                      | }              | PERSONNEL       | <del></del> | ·            | TRAINII  |               |             |                | GEHERAL       |                |
| 3. FUNCTIONAL AREA   |                | LOGISTICS       | <u> </u>    | <u>X</u> _   | SECURIT  |               |             | OTHER (        | specify)      |                |
| 4. NO. OF COPIES PR  | SPARED         | 5. FREQUENC     | Y (yeakly   | month        | FINANCE  |               | +0-         | DISTRIBUTI     | 011 (112 24 2 | omponents not  |
|                      | LI MILO        | Je i ilevocito  | · (wooki)   | , money      | iyy quai |               | ,           | number of      | copies)       | omponents not  |
| 3 👻                  |                | Qua             | rterly      |              |          |               |             |                | 3             |                |
| 7. FORMAT (memorand  |                |                 | ejs i ng    |              |          |               | 9. DIR      | ECTIVE AUTHOR  | ITY REQUIREN  | G REPORT       |
| computer print-o     | ut, etc)       | X YES           | IF YES GI   | VE ADP       | PROCESS  | NG NO.        |             | ·              |               |                |
| Computer print-      |                | 140             | 973         |              |          |               | <u> </u>    | _              |               | 25X1           |
| 10. PREPARING COMPON |                |                 |             |              | FEEDER R | EPORTS (      | State to    | stal number al | id identify b | y litie,       |
| contributing inf     | otwar.iou      | to report)      |             |              | rorm No. | , or nom      | enc i a tui | 'e. Attach s   | sperate sheet | If necessary.) |
| ocs                  |                |                 |             | •            |          |               |             |                |               | OEVI           |
| OS/BSB               |                |                 |             | F            | orm #1   | .059 (S       | pecial      | TBM Card       |               | 25X1           |
|                      |                |                 | <del></del> | 12,          | COSM T   | ACTORS        |             | <del> </del>   |               |                |
| <del> </del>         |                | Δ               | MANUAL:     |              |          |               |             | 000mg          |               |                |
|                      | HOURLY         |                 | PER         |              | PER      |               | MES         | COSIS          |               |                |
| -GRADE-              | RATE           | X —REPO         |             |              | PORT     |               | PARED       | #              | COST PER Y    | EAR            |
|                      |                | - K             | eypunc      | ing o        | f Feed   | er Rep        | ort -       |                |               | •              |
|                      |                |                 |             | -            |          |               |             |                |               |                |
| 18,000 X             | \$.05 e        | a =\$900.00     | O÷*4 ⊨      | <b>=</b> \$: | 225      | x 2           | •           | =              |               | \$900.00       |
| (cards per qtr       |                |                 |             |              |          |               |             |                | •             |                |
| *The 18,000 car      |                |                 |             |              |          |               | is ma       | nipulated      | •             | •              |
| to produce 4         | differ         | ent report      | ts of w     | hich         | this i   | one.          |             |                |               |                |
|                      |                |                 | •           |              |          |               | •           |                |               |                |
|                      |                |                 | 1           |              |          |               |             |                |               |                |
|                      |                | В               | COSTS C     | OF COM       | PUTER    | PRODUC        | ED REI      | PORTS          |               |                |
| Pages Per No         | Cop            | ies Tota        | l Pages     |              | Per      | Total         | Cost        | Times          |               | Cost Per Year  |
| Report               | <del>-</del> . |                 |             | Page         |          | 1             |             | Prepared       |               |                |
|                      |                |                 | _           |              |          |               |             |                |               |                |
| 156 X                | 3              | <del>+</del> 46 | я X         | \$.0         | 03 :     | <b>†</b> \$1. | 4.04        | X 4            |               | \$ 56.16       |
| }                    |                | <u></u>         |             | m^m ·        | T 0000   |               | 300.00      | :              |               | <del></del>    |
|                      |                |                 |             | TOTA         | T CO21   | S PER         | YEAR        |                |               | \$956.16       |
| 13. CONPLETE DETAILS | siteul a       | ICATION FOR     | THIS REP    | ni) TRO      | additio  | n to dire     | ective o    | or authority   | ited in itea  | 9). IF KNOWN,  |
| INCLUDE DATE RE      | ORT WAS        | FIRST STARTE    | ED YND CO   | MPONENT      | who est  | ABLISHED      | REQUIRE     | MENT.          |               |                |
|                      |                |                 |             | :1           |          |               |             |                |               |                |
|                      |                |                 |             |              |          |               |             |                |               | lders are in   |
|                      |                |                 |             |              |          |               | used        | as a crite     | ria (numb     | er of visits)  |
| to establi           | sn the         | need for        | 1ssu1n      | g VNE        | padge    | s.            |             |                |               |                |
|                      |                |                 |             | * *          |          | •             |             |                | 25X1          |                |
|                      |                |                 | ٠.          |              |          |               |             |                | •             |                |
|                      |                |                 | 14.         | וחוות        | JRE GOA  | TS            |             |                | <del></del>   |                |
| SCAL PROPOSED BY CO  | ישטאבאל י      | OR THIS DOM     |             | FOIL         | THE GOT  | سد            |             |                | FOTTURE       | ED SAVINGS     |
| RETAIN AS IS         |                | OTHER (         |             |              |          |               | 25X1<br>•   | └ <b>├</b> ━   | MAN-HOURS     | DOLLARS        |
| CHAISE               | ļ              |                 | ~P1=11/     | •            |          |               | •           |                | IIAAIM        | PACENIA        |
| DISCONTINUE          |                |                 |             | •            |          |               |             |                |               |                |
| 16. DATE OF INVENTOR | Y I            | 7. NAME AND     | TITLE OF    | Palagn .     | FURNISHI | NG HIFOR      | MATION      |                |               | 18. EXTENSION  |
| ber 1970             | 0,             | ad Far Dal      | 0000 200    | 06/127       | Sesur    | 15X 051       | icer/       | SKOTOTOODE     | alyst-        |                |

Approved For Release 2006/12/Q3-1 Q14-13-075-00399R000100080002-7

|  |  |             |           |                |              | CONTROL                                      | NO.                                   |                                       |                    |
|--|--|-------------|-----------|----------------|--------------|--|---------------------------------------|---------------------------------------|--------------------|
| D000400 10 000110.40                       | REPORTS INVENTO  | KΥ          |           |                |              |  |                                       |                                       | 111                |
| PREPARE IN DUPLICATE                       | a fill-in report include Fo  | om 11-      |           |                |              |  | <del></del>                           |                                       |                    |
|  |  | LW NO       | • }       |                |              | 2. TYPE<br>OF                                |                                       | TATISTI<br>IARRATIV                   |                    |
| Visitor-No-Esco                            | ort Expired Badge  |             |           |                |              | REPORT                                       |                                       |                                       | NAME LISTING       |
|  | PERSONNEL  |             | TRAININ   | G              | J            | ADMIN.                                       |                                       |                                       |                    |
| 3. FUNCTIONAL AREA                         | LOGISTICS  | X           | SECURIT   | Υ              |              | OTHER (                                      |                                       |                                       |                    |
| 4. NO. OF COPIES PREPAR                    | MEDICAL  ED 5. FREQUENCY (weekly,  | 22.7        | FINANCE   |                |              | 010701017                                    | 011 A                                 |                                       |                    |
| 2  | En De Luciocues (meakly)   | monun       | ily, quar | teriy, e       | rc•)         | o. DISTRIBUTI                                | ON (NO.<br>Copies)                    | OT COM                                | ponents not        |
|  | Quarterly  |             |           |                |              | 1  |                                       |                                       |                    |
| 7. FORMAT (memorandum, computer print-out, |  |             | 224455    |                | 9. DIR       | ECTIVE AUTHOR                                | ITY REQ                               | UIRING                                | REPORT             |
| Computer print-out                         | 1 12 120 0110  | AOP         | PROCESS I | NG NO.         |              |  |                                       |                                       | 25X1               |
| 10. PREPARING COMPONENT                    |  | 111-        | FEEDER RE | PORTS (S       | tate to      | <u>,                                    </u> |                                       |                                       |                    |
| contributing informa                       | tion to report)  |             | Form No.  | , or nome      | enclatur     | e. Attach s                                  | eperate                               | sheet                                 | if necessary.)     |
| OS/BSB                                     |  | I           | Form #1   | .059 (S        | pecia        | 1 IBM Card                                   | )                                     |                                       | 25X1               |
|  | 7  | 2.          | COST F    | 20000A         |              |  | <del></del>                           |                                       |                    |
|  | A. MANUAL P  |             |           |                | EVTEW        | COSTS  | · · · · · · · · · · · · · · · · · · · | · · · · · · · · · · · · · · · · · · · |                    |
| GRADE HOUR                                 | LY -HOURS-PER-   | COST        | PER .     | Ti             | MES          | =  | COST                                  | PER YEA                               | .8                 |
| RAT  | E A -REPORT-   | REF         | PORT      | PRE            | PARED        | <del>-</del>                                 |                                       | 140/                                  |                    |
|  | - Keypunchi  | ng c        | of Feed   | er Ren         | ort -        |  |                                       |                                       |                    |
|  |  |             |           |                | <del>-</del> |  |                                       |                                       |                    |
|  | 5 ea =\$900.00:*4 =  | \$2         | 225       | x 4            | 4            | þ .  |                                       |                                       | \$900.00           |
| (cards per dtr)                            | per duarter add to   |             | to has    | 0 +h-+         |              |  |                                       |                                       |                    |
| to produce 4 dif                           | per quarter add to<br>ferent reports of wh   | a qa<br>ich | this i    | e chat         | 15 ma        | inipulated                                   |                                       |                                       | ·                  |
|  | WII  |             |           | o one.         |              |  |                                       |                                       |                    |
|  |  |             |           |                |              |  |                                       |                                       |                    |
|  | B. COSTS OF  | COM         | PUTER     | PRODUCI        | ED RET       | PORTS  |                                       |                                       |                    |
|  | opies   Total Pages C  |             | Per       | Total          | Cost         | Times  |                                       | Cost                                  | Per Year           |
| Report                                     | P  | age         |           |                |              | Prepared                                     |                                       |                                       |                    |
| 2 X 2                                      | 4 x  | \$.C        | )3 =      | <b>\$.</b> .   | 12           | X 4  |                                       | ·                                     | .48                |
|  |  |             |           | Υ•-            |              | Ī  |                                       | <del></del>                           | • 70               |
|  | •  | TOTA        | L COST    | S PER Y        | YEAR         |  |                                       |                                       | \$900.48           |
| 13. COMPLETE DETAILED JU                   | STIFICATION FOR THIS REPORT  | (in         | addition  | to dire        | ctive o      | r authority                                  | ited in                               | n item S                              |                    |
| INCLUDE DATE REPORT                        | WAS FIRST STARTED AND COMPO  | MENT        | WHO ESTA  | BLISHED        | REQUIRE      | MENT.  |                                       | •                                     | - "                |
| mr   | i. i   | nput        | 5         | ,              | 4 .          |  |                                       |                                       | i<br>·             |
| This report uti                            | lized to correct any   | /err        | ors su    | rracedo        | during       | the quar                                     | ter.,                                 |                                       | •                  |
|  |  |             |           |                |              |  |                                       |                                       | •                  |
|  |  |             |           |                |              |  |                                       |                                       |                    |
| · ·  |  |             |           |                |              |  |                                       |                                       |                    |
| <u> </u>                                   | erien er<br>Erien erien er |             |           |                |              | •  |                                       |                                       |                    |
| COAL DOODSOCA DY AGURANT                   |  | FUTU        | RE GOA    |                | 5XI          |  |                                       | ¥1114 =~.                             | V 4314 MAG         |
| GOAL PROPOSED BY COMPONE                   | OTHER (explain)  |             |           | <b>4</b> .     |              |  | MAN-HOL                               |                                       | SAVINGS<br>OOLLARS |
| CHAINGE                                    | Francis Carbiatin  | -           |           |                |              |  | -incom-Ni Ri                          | 717                                   | AAFFUIA            |
| DISCONTINUE                                | •  |             |           |                |              |  |                                       |                                       |                    |
| 16. DATE OF INVENTORY                      | 17. NAME AND TITLE OF PER  | RSON F      | URNISHIN  |                |              |  |                                       |                                       | 18. EXTENSION      |
| 2 October 1970                             |  |             |           |                | _            | ficer/Sys                                    | cems                                  |                                       |                    |
| Ener Ann                                   | proved For Released 2006   | ANI         |           | Analy<br>DDD75 |              |  | 20000                                 | <del></del>                           | <del></del>        |

Approved For Release 2006/12/02/10/A-RDP75-00399R000100080002-7 REPORTS INVENTORY 1/2 PREPARE IN DUPLICATE 1. TITLE OF REPORT (if a fill-in report include Form No.) 2. TYPE STATISTICAL 0F HARRATIVE REPORT Staff Badge Number Sequence MACHINE-NAME LISTING PERSONNEL TRAINING ADMIN. GENERAL LOGISTICS SECURITY OTHER (specify) 3. FUNCTIONAL AREA FINANCE MEDICAL 6. DISTRIBUTION (No. of components not number of copies) 5. FREQUENCY (weekly, monthly, quarterly, etc.) 4. NO. OF COPIES PREPARED Monthly 7. FORMAT (memorandum, form 8. ADP PROCESSING 9. DIRECTIVE AUTHORITY REQUIRING REPORT computer print-out, etc) X YES IF YES GIVE ADP PROCESSING NO. 25X1 Computer print-out 975A 10. PREPARING COMPONENT (include lowest level II. FEEDER REPORTS (State total number and identify by Title. contributing information to report) Form No., or nomenclature. Attach separate sheet if necessary.) OCS 25X1 OS/BSB Form #1772 (Special IBM Card) COST FACTORS MANUAL PREPARATION AND REVIEW COSTS HOURLY -HOURS-PER-COST PER TIMES COST PER YEAR -GRADE-X -RATE -REPORT-REPORT PREPARED Keypunching of Feeder Reports 1200 ±\$60.00**+**\*7 \$.05 \$8.58 1.2 \$102.96 (cards per month) \*The 1200 cards per month add to the data base that is manipulated to produce 7 different reports of which this is one. COSTS OF COMPUTER PRODUCED REPORTS Pages Per No. Copies Total Pages Cost Per Total Cost Cost Per Year Times Report Page Prepared 962 3 2886 \$.03ea+ \$86.58 12 \$1038.96 TOTAL COSTS PER YEAR \$1141.92 13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT. This report is an essential aid in the control of the issuance and retrieval of Agency issued credentials. Requirement established by OS. Date unknown. FUTURE GOALS 25X1 GOAL PROPOSED BY COMPONENT FOR THIS REPORT ESTIMATED SAVINGS OTHER (explain) RETAIN AS IS PRINCH-NYII DOLLARS CHANGE DISCONTINUE 17. NAME AND TITLE OF PERSON FURNISHING INFORMATION . 16. DATE OF INVENTORY 18. EXTENSION 2 October 1970 Security Officer/Systems Analyst

(22-36-43)

FORM :

142

|                                      | Approve  | ed For Releas            | se 200 <b>6</b>      | WELLEN                 | 75-003               | 99R0001000                 | 80002-7               |                                       |
|--------------------------------------|--|--------------------------|----------------------|------------------------|----------------------|----------------------------|-----------------------|---------------------------------------|
| 8                                    | · · · · · · · · · · · · · · · · · · ·              | REPORTS I                | NVENTOR:             | Y                      |                      | CONTROL                    | NO.                   |                                       |
| PREPARE IN DUP                       | LICATE   |                          |                      | _                      |                      |                            |                       | 113                                   |
| I. TITLE OF REP                      | ORT (if a fi                                       | ll-in report in          | iclude For           | n No.)                 |                      | 2. TYPE                    | STATIS                | FICAL                                 |
| Staff B                              | adge by Na   | me Sequence              | <b>3</b>             | •                      |                      | OF<br>REPOR                | THARRAT               | <del></del>                           |
|                                      | <del></del>  | PERSONNEL                |                      | TRAINI                 | MG                   | 1 10000                    | X (MACHINI<br>GENERAL | E-NAME LISTING                        |
| 3. FUNCTIONAL A                      | AREA   | LOGISTICS                |                      | X SECURI               |                      |                            | (specify)             |                                       |
| <u> </u>                             |  | MEDICAL                  |                      | FINANCI                |                      |                            |                       |                                       |
| 4. NO. OF COPIE                      | S PREPARED   | 5. FREQUENCY             | weekly, m            | onthly, qua            | rterly, etc.)        | 6. DISTRIBUT               | 10N (No. of coco      | omponents not                         |
| . 8                                  |  | Mont                     | hly                  |                        |                      | }                          | 8                     |                                       |
| 7. FORMAT (memo                      |  | 8. ADP PROCESS           |                      |                        | 9. 0                 | RECTIVE AUTHO              |                       | REPORT                                |
| , ,                                  | nt-out, etc)                                       |                          |                      | ADP PROCESS            | ING NO.              |                            |                       | <b>7</b> 25X1                         |
| Computer pri                         |  | NO NO                    | 975B                 | I FECOED F             | 7000TO (04-4-        |                            |                       |                                       |
|                                      | information  |                          | /ei                  | Form No.               | REPORTS (State       | ure. Attach                | seperate sheet        | 니 Title,<br>: if necessary.)          |
| ocs                                  |  |                          |                      |                        |                      |                            | ·                     | 25X1                                  |
| OS/BSB                               |  |                          |                      | Form                   | #1772 (Spe           | cial IBM Ca                | ard)                  | 2021                                  |
|                                      |  |                          | 12                   | COST I                 | ACTORS               |                            |                       |                                       |
|                                      | · · · · · · · · · · · · · · · · · · ·              | A. MA                    |                      |                        | NAND REVIE           | W COSTS                    | <del>* </del>         |                                       |
| GRADE                                | -HOURLY-   | -HOURS-PI                | R _                  | COST PER               | TIMES                | Ĭ.                         | COST PER Y            | EAR                                   |
|                                      | -RATE  | A -REPORT                |                      | REPORT                 | PREPARED             | <del>- </del>              |                       |                                       |
| 1200 ×                               | \$.05  | - Ke                     |                      |                        | eder Report<br>X 12  | -                          | •                     | \$102.96                              |
| (cards per<br>*The 1200<br>to produc | cards per  | month add<br>rent report | s of wh              | ich this               | is one.              |                            |                       |                                       |
|                                      | <u> </u>   | 1 ,                      |                      |                        | PRODUCED R           | EPORTS                     |                       | · · · · · · · · · · · · · · · · · · · |
| Pages Per<br>Report                  | No. Copie  | s Total Pa               | ges   Cos<br>Pa      | st Per<br>ge           | Total Cos            | Times<br>Prepared          |                       | ost Per Year                          |
| 915 X                                | 8  | = 7320                   | x                    | \$.03 ea               | = 219.60             | X 12                       | <u></u>               | \$2635.20                             |
|                                      |  |                          | T                    | OTAL COST              | S PER YEAR           |                            |                       | \$2738.16                             |
|                                      | E REPORT WAS                                       | FIRST STARTED            | AND COMPON           | ENT WHO EST            | ABLISHED REQUI       | REMENT.                    |                       |                                       |
| This rep<br>issued o                 | oort is an credential                              | essential<br>s. Require  | aid in t<br>ment est | the contr<br>tablished | col of the a         | Lssuance ar<br>ate unknown | nd retrieva<br>n.     | l of Agency                           |
| · ·                                  | ·<br>•   |                          |                      |                        |                      | •                          |                       |                                       |
|                                      |  |                          |                      |                        |                      |                            |                       |                                       |
|                                      |  |                          | 14. F                | UTURE GOA              | IS                   | •                          |                       | · · · · · · · · · · · · · · · · · · · |
| GOAL PROPOSED BY                     | <del>,                                      </del> | ·                        |                      |                        |                      |                            |                       | ED SAVINGS                            |
| RETAIN AS CHANGE DISCONTING          |  | ]OTHER (expl             | in)                  |                        |                      | 25X1                       | MAN-HOURS             | DOLLARS<br>25X1                       |
| IG. DATE OF INVE                     |  | . NAME AND TIT           | LE OF PERS           | ON FURNISHI            | NG INFORMATION       |                            |                       | 18. EXTENSION                         |
| 2 Octobe                             | r 1970   | · · ·                    |                      | Quant to               | m Séine-In-          | ratoma A1                  |                       |                                       |
| FORM 112                             |  | ed For Releas            |                      |                        | ficer/Sy<br>PP75-003 |                            |                       | /22-36-43                             |

ARDP75-00399R000100080002-7 Approved For Release 2000 CONTROL NO. REPORTS INVENTORY 114 PREPARE IN DUPLICATE 1. TITLE OF REPORT (if a fill-in report include Form No.) 2. TYPE STATISTICAL ٥F HARRATIVE REPORT Staff Badge Deletes by Badge Sequence MACHINE-NAME LISTING PERSONNEL TRAINING ADMIN. GENERAL LOGISTICS SECURITY OTHER (specify) 3. FUNCTIONAL AREA MEDICAL FINANCE 4. NO. OF COPIES PREPARED 5. FREQUENCY (weekly, monthly, quarterly, etc.) 6. DISTRIBUTION (No. of components not number of copies) Monthly 7. FORMAT (memorandum, form 8. ADP PROCESSING 9. DIRECTIVE AUTHORITY REQUIRING REPORT computer print-out, etc) X YES IF YES GIVE ADP PROCESSING NO. 25X1 Computer print-out 9.75C 10. PREPARING COMPONENT (include lowest level 11. FEEDER REPORTS (State total number and identity by Title, contributing information to report) Form No., or nomenclature. Attach separate sheet if necessary.) ocs 25X1 Form #1772 (Special IBM Card) os/BSB/ 12. COST FACTORS PREPARATION AND REVIEW COSTS MANUAL. -HOURS-PER-HOURLY COST PER TIMES COST PER YEAR -GRADE RATE--REPORT-REPORT PREPARED - Keypunching of Feeder Report -12 \$102.96 ±\$60.00÷\*7 \$8.58 \$.05 1200 (cards per month) \*The 1200 cards per month add to the data base that is manipulated to produce 7 different reports of which this is one. COSTS OF COMPUTER PRODUCED REPORTS Cost Per Year Total Pages Cost Per Total Cost Times Pages Per No. Copies Prepared Page Report \$ 54.72 12 4.56 152 \$.03 ea 76 TOTAL COSTS PER YEAR \$157.68 13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT. This report is an essential aid in the control of the issuance and retrieval of Agency issued credentials. Requirement established by OS. Date unknown. FUTURE GOALS GOAL PROPOSED BY COMPONENT FOR THIS REPORT ESTIMATED SAVINGS RETAIN AS IS OTHER (explain) MAN-HOURS DOLLARS CHANGE DISCONT INUE 16. DATE OF INVENTORY 17. NAME AND TITLE OF PERSON FURNISHING INFORMATION 18. EXTENSION Security Officer/Systems Analyst 2 October 1970

Approved For Release 2005, 1207, CA-RDP75-00399R000100080002-7

(22-36-43)

FORM

1/12

1 CA RDP75-00399R000100080002-7 Approved For Release 2006/12 CONTROL NO. REPORTS INVENTORY 115 PREPARE IN DUPLICATE STATISTICAL 1. TITLE OF REPORT (if a fill-in report include Form No.) 2. TYPE NARRATIVE REPORT Staff Badge Deletes by Alpha MACHINE-NAME LISTING PERSONNEL TRAINING ADMIN. GENERAL OTHER (specify) SECURITY LOGISTICS 3. FUNCTIONAL AREA FINANCE MEDICAL 6. DISTRIBUTION (No. of components not 5. FREQUENCY (weekly, monthly, quarterly, etc.) 4. NO. OF COPIES PREPARED number of copies) Monthly 9. DIRECTIVE AUTHORITY REQUIRING REPORT 7. FORMAT (memorandum, form 8. ADP PROCESSING computer print=out, etc) X YES IF YES GIVE ADP PROCESSING NO. 25X1 Computer print-out 975D II. FEEDER REPORTS (State total number and identity by Title, 10. PREPARING COMPONENT (include lowest level Form No., or nomenclature. Attach separate sheet if necessary.) contributing information to report) OS/BSB/ Form #1772 (Special IBM Card) COST FACTORS MANUAL PREPARATION AND REVIEW COSTS X -HOURS-PER-COST PER TIMES -HOURLY COST PER YEAR -GRADE REPORT PREPARED -RATE- Keypunching of Feeder Report -+\$60.00**:**\*7 12 \$102.96 1200 \$.05 \$8.58 (cards per month) \*The 1200 cards per month add to the data base that is manipulated to produce 7 different reports of which this is one. COSTS OF COMPUTER PRODUCED REPORTS Cost Per Year Pages Per No. Copies Total Pages Cost Per Total Cost Times Page Prepared Report \$2.34 \$ 28.08 78 \$.03 ea + 12 TOTAL COSTS PER YEAR 13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT. This report is an essential aid in the control of the issuance and retrieval of Agency issued credentials. Requirement established by OS. Date unknown. FUTURE GOALS ESTIMATED SAVINGS GOAL PROPOSED BY COMPONENT FOR THIS REPORT 25X HOURS DOLLARS RETAIN AS IS OTHER (explain) CHAISE DISCONTINUE 17. NAME AND TITLE OF PERSON FURNISHING INFORMATION 18. EXTENSION 16. DATE OF INVENTORY Security Officer/Systems Analyst 2 October 1970

Approved For Release 2006/12/07: CIA-RDP75-00399R000100080002-7

(22-36-49)

FORM 112

Approved For Release 2009 12115-114-RDP75-00399R000100080002-7

|                 | ·                                       | ·                                     | <del></del>     |               | 014    | 55111641100     |           | LAMITANT                 | 10                     |   |
|-----------------|---|---------------------------------------|-----------------|---------------|--------|-----------------|-----------|--------------------------|------------------------|---|
|                 |   | •                                     | REPORTS IN      | VENTO         | RY     |                 |           | CONTROL                  | iU•                    | 116                                     |
| PREPARE IN DUPI | LICATE                                  |                                       |                 |               |        |                 |           |                          |                        | :                                       |
| I. TITLE OF REP | ORT (1f                                 | a fil                                 | l-in report inc | iude Fo       | rm No  | .)              |           | 2. TYPE                  | STATIO                 | TICAL                                   |
|                 |   |                                       | _               |               |        |                 |           | OF<br>REPORT             | HARRAT                 | IVE                                     |
| Staff Ba        | adge A                                  | reas                                  | by Area Coc     | ie            |        |                 |           | REPURT                   | X MACHINI              | E-NAME LISTING                          |
|                 |   |                                       | PERSONNEL :     |               |        | TRAINING        |           |                          | GENERAL                |   |
| 3. FUNCTIONAL A | REA                                     |                                       | LOGISTICS       |               | X      | SECURITY        |           | OTHER (                  | pecify)                |   |
|                 |   |                                       | MEDICAL         |               |        | FINANCE         |           |                          |                        |   |
| 4. NO. OF COPIE | S PREPAI                                | REO                                   | 5. FREQUENCY (w | reckly,       | month  | ly, quarterly,  | etc.) 6   | • DISTRIBUTION Number of |                        | omponents not                           |
|                 |   |                                       |                 | . 4           |        |                 |           | 0                        | .op1007                |   |
| 7               | 3                                       |                                       | Quarte          |               |        |                 | 70 0105   | 0                        | ITY OF CUIDIN          | A 050407                                |
| 7. FORMAT (memo | ntendum,                                | torm                                  |                 |               | 100    | ANAPAR I NA MA  | - 3. DIKE | CTIVE AUTHOR             | III KEQUIKIN           | i REPURI                                |
|                 |   |                                       |                 |               | AUP    | PROCESSING NO.  | 1 _       |                          |                        | 25X1                                    |
| Computer pri    |   |                                       | NO              | 975E          | 111 -  | CCOCO DCOCOCO   | (64-4-    |                          |                        | 7111                                    |
| contributing    |   |                                       |                 | 9 (           |        | EEDER REPORTS   | menciatur | e. Attach se             | nerate shee            | y litle,<br>Lif necessary.)             |
| -               | , |                                       | oo i opoi oy    |               | •      |                 |           |                          | <b>,</b>               | , , , , ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,, |
| OCS             |   |                                       |                 |               | H H    | orm #1772 (     | Special   | TBM Card                 | )                      | 25X1                                    |
| OS/BSB          |   |                                       |                 |               |        | OIM #1772 (     | phecrar   | . ibn card               | ,                      | 2011                                    |
|                 |   |                                       |                 | 7             | 2.     | COST FACTOR     | S         | ·                        | <del></del>            |   |
|                 |   |                                       | A. MAN          |               |        | RATION AND      |           | COSTS                    |                        |   |
|                 | -ноп                                    | IRLY-                                 | -HOURS-PE       |               |        | 000             | TIMES     |                          | AAAT ACA W             |   |
| GRADE           |   | TE-                                   | X -REPORT-      | <b>" 18</b> . |        |                 | EPARED    | <b>3</b> ·               | COST PER Y             | EAR                                     |
|                 | -                                       |                                       |                 |               |        |                 |           |                          |                        |   |
|                 |   |                                       | - Key           | pundhi        | ing o  | f Feeder Re     | port -    | ĺ                        |                        |   |
|                 |   | :                                     |                 | ,             |        |                 |           |                          |                        |   |
| 1200            | \$ \$.0                                 | )5                                    | ±\$60.00÷*      | 7 🛉           | \$8    | 3.58 x 1        | .2 =      |                          |                        | \$102.96                                |
| (cards per      | honth)                                  |                                       |                 |               |        |                 |           |                          |                        |   |
| *The 1200 c     | ards p                                  | er m                                  | onth add to     | the d         | lata   | base that i     | s manip   | ulated                   |                        |   |
| to produce      | 7 dif                                   | fere                                  | nt reports (    | of whi        | lch t  | his is one.     |           |                          |                        |   |
|                 |   |                                       |                 |               |        | 1               |           |                          |                        |   |
|                 |   |                                       |                 |               |        |                 |           | <u> </u>                 |                        |   |
|                 |   |                                       | B. COS          | TS OF         | COM    | PUTER PRODUC    | CED REP   | ORTS                     |                        | W. 472                                  |
| Pages Per       | No. C                                   | Copie                                 | s  Total Pa     | ges  Co       | st P   | er  Total       | . Cost    | Times                    | -                      | Cost Per Ye                             |
| Report          |   | -,                                    |                 | Pa            | age    | -               |           | Prepared                 |                        |   |
| -               |   |                                       |                 |               |        |                 |           |                          |                        |   |
| 753             | <b>k</b> 3                              | 3                                     | <b>=</b> 2259   | *             | \$.0   | )3 ea + \$67    | 7.77      | X 4                      | =                      | \$271. <sup>0</sup> 8                   |
|                 | <u> </u>                                | ·                                     |                 |               |        |                 |           |                          |                        | ¥ = · · ·                               |
| · ·             |   |                                       |                 | . (           | ATOTA  | l costs per     | YEAR      |                          |                        | \$37:4.04                               |
| וס בחשובדב חב   | TALLED                                  | USTIE                                 | CATION FOR THE  | S REPOR       | T (in  | Addition to di  | cective o | r authority c            | ited in ites           | 9). IF KNOWN,                           |
| INCLUDE DATE    | E REPORT                                | WAS F                                 | FIRST STARTED A | NO COMPO      | ONENT  | WHO ESTABLISHED | D REQUIRE | MENT.                    |                        |   |
| This rep        | ort is                                  | s an                                  | essential a     | id in         | the    | control of      | the iss   | suance and               | retrieva               | 1 of Agency                             |
| issued c        | redent                                  | tials                                 | . Requirem      | ents e        | estal  | olished by C    | OS. Dai   | te unknown               | l.                     | •                                       |
|                 |   |                                       |                 |               |        | •               |           |                          |                        |   |
|                 |   | · · · · · · · · · · · · · · · · · · · |                 |               |        |                 |           | ·                        |                        |   |
|                 |   |                                       |                 |               |        |                 | 2         |                          |                        |   |
|                 |   |                                       |                 |               |        |                 | ,         |                          |                        |   |
|                 |   |                                       |                 |               |        |                 |           |                          |                        | •                                       |
|                 |   |                                       |                 | 14.           | FUTU   | RE GOALS        | 25X1      | <del></del>              |                        | <del></del>                             |
| SOAL PROPOSED 8 | Y COMPON                                | NENT FO                               | R THIS REPORT   |               |        |                 |           |                          | ESTIMAT                | TED SAVINGS                             |
| RETAIN AS       |   |                                       | OTHER (expla    | in)           |        |                 |           |                          | MAN <del>-H</del> OURS | DOLLARS                                 |
| CHANGE          | -                                       |                                       |                 | *, ,          |        | •               |           | 1                        | ∠5X1                   |   |
| DISCONTIN       | UE                                      |                                       |                 |               |        |                 |           |                          |                        |   |
| 16: DATE OF INV |   | 17.                                   | . NAME AND TITL | E OF PE       | RSON F | URNISHING INFO  | RMATION   |                          |                        | 18 EVTENSION                            |
| 2 October       |   |                                       | -               |               | s      | ecurity Off:    | icer/Sy   | stems Anal               | Lyst                   | <u> </u>                                |
| 2 October       | . 19/0                                  |                                       |                 |               |        | INCATIAL        |           | ·                        |                        |   |
| FORM 310        | Δn                                      | prove                                 | d For Release   | 200B          | ATTO   |                 | 5-00399   | R00010008                | 0002-7                 |   |

Approved For Release 2006 DP75-00399R000100080002-7 CONTROL NO. REPORTS INVENTORY PREPARE IN DUPLICATE 1. TITLE OF REPORT (if a fill-in report include Form No.) 2. TYPE STATISTICA 0F HARRATIVE REPORT Contract and Non Agency Employees MACHINE-NAME LISTING PERSONNEL TRAINING ADMIN. GENERAL LOGISTICS SECURITY OTHER (specify) 3. FUNCTIONAL AREA MEDICAL FINANCE 4. NO. OF COPIES PREPARED 5. FREQUENCY (weekly, monthly, quarterly, etc.) 6. DISTRIBUTION (No. of components not number of copies) Quarterly 7. FORMAT (memorandum, form 8. ADP PROCESSING 9. DIRECTIVE AUTHORITY REQUIRING REPORT computer print-out, etc) X YES IF YES GIVE ADP PROCESSING NO. Computer print-out 25X1 NO 975F 10. PREPARING COMPONENT (include lowest level II. FEEDER REPORTS (Sta rasnerry dy Title, contributing information to report) Form No., or nomenclature. Attach separate sheet if necessary.) 25X1 Form #1772 (Special IBM Card) COST FACTORS MANUAL PREPARATION AND REVIEW COSTS HOURLY COST PER -HOURS PER-TIMES Χ, X COST PER YEAR -RATE--REPORT REPORT PREPARED - Keypundhing of Feeder Reports ±\$60.00÷\*7 \$.05 \$8.58 12 \$102.96 (cards per month) \*The 1200 cards per month add to the data base that is manipulated to produce 7 different reports of which this is one. COSTS OF COMPUTER PRODUCED REPORTS No. Copies Total Pages Cost Per Total Cost Times Cost Per Year Page Prepared 165 \$.03 ea ⊨ \$4.95 \$19.80 TOTAL COSTS PER YEAR \$122.76

os/BSB/

-GRADE-

1200

Pages Per

2 October 1970

Report 55 13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT. This report is an essential aid in the control of the issuance and retrieval of Agency issued credentials. Requirement established by OS. Date unknown. Щ. FUTURE GOALS 25X1 GOAL PROPOSED BY COMPONENT FOR THIS REPORT 25X1 ESTIMATED SAVINGS OTHER (explain) RETAIN AS IS MAN-HOURS DOLLARS CHANGE DISCONTINUE 16. DATE OF INVENTORY 17. NAME AND TITLE OF PERSON FURNISHING INFORMATION 18. EXTENSION

Security Officer/Systems Analyst FORM 112

| ٠, ٠                       | Δnnr                       | oved For Re                  | lease 200    |            | MATTER ALPON                     | 275 <u>-</u> 0039                     | 9R0001000         | 30002-7             |                               |
|----------------------------|----------------------------|------------------------------|--------------|------------|----------------------------------|---------------------------------------|-------------------|---------------------|-------------------------------|
|                            |                            |                              | INVENTO      | RY         | <u> </u>                         |                                       | 9R0001000         | 10.                 |                               |
| PREPARE IN DUPL            | LICATE                     | 7131 01110                   | 111121110    |            | ·                                |                                       |                   |                     | 118                           |
| I. TITLE OF KEP            | ORT (1f a f                | III-in report                | include Fo   | ra No      | •)                               |                                       | 2. TYPE           | STATIS              | TICAL                         |
| Non Ago                    | or Emplo                   | WOOE                         |              |            |                                  |                                       | OF<br>REPORT      | TARRAU              | IVE                           |
| Non-Agei                   | ncy Emplo                  | <u> </u>                     |              | 1          | CTOLLNING                        | · · · · · · · · · · · · · · · · · · · |                   |                     | E-MANE LISTING                |
| 3. FUNCTIONAL A            | DC1                        | PERSONNEL<br>LOGISTICS       |              | X          | TRAINING<br>SECURITY             |                                       |                   | GENERAL             |                               |
| 3. PONCTIONAL A            | nen                        | MEDICAL                      | <del> </del> | <u> </u>   | FINANCE                          |                                       |                   |                     |                               |
| 4. NO. OF COPIE            | S PREPARED                 | 5. FREQUENO                  | Y (weekly,   | month      | ly, quarterly                    | , etc.)                               | number of         | ON (ilo. of coples) | omponents not                 |
| 3                          |                            |                              | uarterly     |            |                                  |                                       | 2                 |                     |                               |
| 7. FORMAT (memo            | randum, for<br>nt-out, etc |                              |              | ADP        | PROCESSING NO                    | المانات                               | ECTIVE AUTHOR     | ITY REQUIRIN        | G-REPORT                      |
| Computer pr                |                            | 100                          | 975G         |            |                                  |                                       |                   |                     | 25X1                          |
| 10. PREPARING CO           | MPONENT (in                | clude lowest<br>n to report) | lovei        | 11.        | FEEDER REPORTS<br>Form No., or I | omancletur                            | e. Attach se      | perate shee         | by Title,<br>t if necessary.) |
| ocs r                      | ٠,,,                       |                              |              |            | - "4.550                         | 4.5                                   |                   | <b>.</b>            | 25X1                          |
| OS/BSB                     |                            |                              |              | ]          | Form #1772                       | (Specia)                              | L LBM Card        | ,                   | 2971                          |
| <del></del>                |                            |                              | 1            | 2.         | COST FACTO                       | RS                                    |                   |                     |                               |
|                            |                            | Α.                           |              |            | RATION AND                       |                                       | COSTS             |                     |                               |
| -GRADE                     | HOURLY-                    |                              | S-PER        |            | PER X                            | TIMES<br>PREPARED                     | =                 | COST PER            | /EAR                          |
|                            |                            |                              |              | ina        | of Feeder 1                      | Poport -                              |                   | •                   |                               |
|                            |                            |                              |              |            | data base i                      |                                       |                   | -                   |                               |
|                            | <u> </u>                   | В.                           | COSTS OF     | COM        | PUTER PROI                       | UCED RET                              | PORTS             |                     |                               |
| Pages Per<br>Report        | No. Cop                    | ies Total                    | Pages C      | ost<br>age | Per Tota                         | al Cost                               | Times<br>Prepared |                     | ost Per Year                  |
| 26                         | х 3                        | 7                            | 8 X          | \$.        | 03 = \$                          | 2.34                                  | x 4               | =                   | \$ 9.36                       |
|                            | •                          |                              | <del></del>  | TOTA       | L COSTS PE                       | R YEAR                                |                   |                     | \$112.32                      |
| This rep                   | e REPORT WAS<br>ort is a   | s first start<br>n essentia  | ED AND COMP  | the        | WHO ESTABLISH                    | ED REQUIRE<br>f the is                | suance and        | retrieva            | a 9). IF KNOWN                |
|                            |                            |                              | ·            | 7777004    | DE COATC                         |                                       | •                 | ·.                  |                               |
| SOAL PROPOSED B            | Y COMPONENT                | FOR THIS RED                 | Dt.          | FUT        | JRE GOALS                        | 2.52                                  | 71                | ESTIMA              | TED SAVINGS                   |
| RETAIN AS CHAIME DISCONTIN | 18                         | OTHER (                      | • .          |            |                                  |                                       |                   | MAN-HOURS           | 25% DOLLARS                   |
| 16. DATE OF INV            | ENTORY                     | 17. NAME AND                 | TITLE OF PE  | RSON       | FURNISHING IN                    | PORMATION                             |                   |                     | 10 THE STORE                  |
| 2 October                  | 1970                       | m.                           |              |            | curity Off                       | icer/Sys                              | stems Analy       | yst                 |                               |
| FORM 1)/2                  | Appro                      | oved For Re                  |              |            | DATE TO SEE                      | P75-0039                              | 9R00010008        | 30002-7             | (22-36-                       |

Approved For Rele RDP75-00399R000100080002-7 REPORTS INVENTORY 119 PREPARE IN DUPLICATE 1. TITLE OF REPORT (if a fill-in report include Form No.) 2. TYPE STATISTICAL HARRATIVE GSA Alpha Listing REPORT MACHINE-NAME LISTING PERSONNEL TRAINING ADMIN. GENERAL LOGISTICS SECURITY 3. FUNCTIONAL AREA OTHER (specify) MEDICAL FINANCE 4. NO. OF COPIES PREPARED 5. FREQUENCY (weekly, monthly, quarterly, etc.) 6. DISTRIBUTION (No. of components not number of copies) Monthly 7. FORMAT (memorandum, form 8. ADP PROCESSING 9. DIRECTIVE AUTHORITY REQUIRING REPORT computer print-out, etc) X YES IF YES GIVE ADP PROCESSING NO. 25X NO 976A Computer print-out 10. PREPARING COMPONENT (include lowest level 11. FEEDER REPORTS (State total number and identity by Title, contributing information to report) Form No., or nomenclature. Attach separate sheet if necessary.) OCS 25×1 OS/BSB Form #1772 (Special IBM Card) 12. COST FACTORS MANUAL PREPARATION AND REVIEW COSTS -HOURLY X HOURS PER COST PER TIMES GRADE X COST PER YEAR -RATE-REPORT PREPARED - Keypunching of Feeder Report -100 .05 ea =|\$5.00÷\*4 \$1.25 12 \$15.00 (cards per mo) \*The 100 cards per month add to a data base that is manipulated to produce 5 different reports of which this is one. COSTS OF COMPUTER PRODUCED REPORTS Pages Per No. Copies Total Pages Cost Per Total Cost Cost Per Year Times Report Page Prepared | 70 6 420 \$.03 ea \$12.60 12 \$151.20 TOTAL COSTS PER YEAR \$166.20 13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT. This report is an essential aid in the control of the issuance and retrieval of Agency issued credentials. Requirement established by OS. Date unknown. 25X1 25X1 ' FUTURE GOALS SOAL PROPOSED BY COMPONENT FOR THIS REPORT ESTIMATED SAVINGS OTHER (explain) RETAIN AS IS MAN-HOURS DOLLARS CHANGE DISCONTINUE 16. DATE OF INVENTORY 17. NAME AND TITLE OF PERSON FURNISHING INFORMATION 18. EXTENSION 2 October 1970 Security Officer/Systems Analyst FORM 142

Approved For Release 2004/12/07/4/CAPRDP75-00399R000100080002-7

Approved For Release 2006/1200/550Gie-RDP75-00399R000100080002-7

|                  |              |                                       |                 |             |             |                       | CONTROL                | 10.         |             |                                       |         |
|------------------|--------------|---------------------------------------|-----------------|-------------|-------------|-----------------------|------------------------|-------------|-------------|---------------------------------------|---------|
|                  |              | REPORTS                               | INVENTORY       | <b>.</b>    |             |                       |                        |             |             | 1. 363                                |         |
| PREPARE IN DUP   |              |                                       |                 |             | •           | ·                     |                        |             |             | 120                                   |         |
| 1. TITLE OF REF  | ORT (if a t  | ill-in report                         | include Form    | No.).       |             |                       | 2. TYPE                |             | STATISTI    | CAL                                   |         |
| CCA h            | Badge Nu     | mher                                  | •               |             |             |                       | OF<br>REPORT           | <u> </u>    | HARRATIV    |                                       |         |
| GSA by           | bauge No     |                                       | ·               |             |             |                       |                        |             |             | HAME LIST                             | 2112    |
|                  |              | PERSONNEL                             |                 | TRAINI      |             | ·                     | ADMIN.                 |             |             |                                       |         |
| 3. FUNCTIONAL A  | AREA         | LOGISTICS                             |                 | X SECURI    |             |                       | OTHER (                | pecit       | <b>3)</b>   |                                       |         |
| 4. NO. OF COPIE  | S PREPARED   | 5. FREQUENCY                          | (weekly- mo     | FINANC      |             | ca) 6a                | DISTRIBUTIO            | N (No.      | of com      | nonents n                             | not     |
|                  |              |                                       |                 |             | .,,,        |                       | number of c            | opies       | )           | , , , , , , , , , , , , , , , , , , , |         |
| 6                |              | Mon                                   | thly            |             | •           |                       | 4                      |             |             |                                       |         |
| 7. FORMAT (memo  | orandum, for | m 8. ADP PROCES                       | SSING           |             |             | 9. DIRECT             | IVE AUTHOR             | TY RE       | QUIRING     | REPORT                                |         |
| computer pri     | int-out, etc | X YES II                              | YES GIVE A      | OP PROCESS  | ING NO.     |                       |                        |             | ·           | 2                                     | 5X1     |
| Computer pr      |              | NO                                    | 976B            |             |             |                       |                        |             | <u> </u>    |                                       | J231    |
| 10. PREPARING CO |              | nclude lovest lo<br>on to report)     | ove!   i        | I. FEEDER   | REPORTS (S  | ta <del>te tota</del> | number an<br>Attach se | d ider      | tity by     | Title,                                |         |
| Ì                | د.           | in to report,                         |                 | 10111110    | e) or nome  | uc ia tala.           | Attach se              | PETALE      | s sneet (   | T Necess                              | ary. j  |
| OCS PGP          | •            |                                       | <b>—</b>        |             | W1770 (C    |                       |                        |             |             | 25                                    | 5X1     |
| OS/BSB/          |              |                                       |                 | rorm i      | 11//2 (S)   | pecial                | IBM Card               | )           |             |                                       |         |
|                  |              |                                       | 12.             | COST        | FACTORS     |                       |                        |             |             |                                       |         |
|                  |              | A. M                                  |                 |             | N AND RE    | VIEW CO               | STS                    |             |             |                                       |         |
| GRADE            | -HOURLY      |                                       |                 | OST PER     | X TIN       |                       |                        | COST        | PER YEA     | R                                     |         |
|                  | -RATE-       | -REPOR                                | <u> </u>        | REPORT      | PREF        | ARED                  |                        |             |             |                                       |         |
|                  |              | 77                                    |                 | C T         |             |                       |                        |             |             | -                                     |         |
|                  |              | - Ke                                  | eypunchin       | g or ree    | eder Kepo   | ort -                 |                        |             |             |                                       |         |
| 100              | k .05 (      | ea = \$5.00÷                          | *4 <del> </del> | \$1.25      | x 1:        | 2 =                   |                        |             |             | \$ 15.                                | 00      |
| (cards per       | I .          |                                       | · ·             |             | 1           | T .                   |                        |             |             | Ÿ 13.                                 | •       |
| *The 100         | cards pe     | er month add                          | l to a da       | ta base     | that is     | manipu.               | lated                  |             |             |                                       |         |
|                  |              | fferent repo                          |                 |             |             |                       | ,                      |             |             |                                       |         |
|                  |              |                                       |                 |             |             |                       |                        |             |             |                                       |         |
| {                | <u>!</u>     | В. С                                  | OSTS OF C       | OMPUTER     | PRODUCE     | D REPOR               | শহ                     |             | <del></del> |                                       |         |
| Pages Per        | No. Cop      | <u> </u>                              |                 | st Per      | Total (     |                       | imes                   | <del></del> | Cont        | Per Y                                 |         |
| Report           | No. cop.     | les local i                           | Pa              |             | Total       |                       | repared                |             | COST        | . rei i                               | ear     |
| Liopole          |              |                                       |                 | 60          |             | 1                     | repared                |             |             |                                       |         |
| 70               | K 6          | <del>+</del> 420                      | · 🖈 :           | \$.03 ea    | \$12.0      | 60 x                  | 12                     |             |             | \$151.                                | 20      |
|                  |              |                                       |                 |             |             |                       |                        |             |             |                                       |         |
| · ·              |              |                                       | TC              | TAL COS     | ts per y    | EAR                   |                        |             |             | \$16.6.                               | 20      |
| 13. COMPLETE DE  | TAILED JUST  | IFICATION FOR T                       | HIS REPORT      | (in additi  | on to direc | tive or •             | uthority c             | ited i      | n item 9    |                                       |         |
| INCLUDE DATE     | E REPORT WAS | S FIRST STARTED                       | AND COMPONE     | ENT WHO ES. | TABLISHED F | REQUIREMEN            | IT.                    |             | •           |                                       | •       |
| This rep         | ort is an    | n essential                           | aid in t        | he conti    | col of t    | he issua              | ance and               | reti        | cieval      | of Age                                | ncy     |
|                  |              | ls. Require                           |                 |             |             |                       |                        |             |             | ÷                                     | -       |
|                  |              | • .                                   | •               | •           |             |                       |                        |             | 25X1        | l                                     |         |
|                  |              |                                       |                 |             |             | •                     |                        |             | _ 0.1       | -                                     |         |
| 1                |              |                                       |                 |             |             |                       |                        |             |             |                                       |         |
|                  |              |                                       |                 |             | 0.5***      |                       |                        |             |             |                                       |         |
|                  |              |                                       | 14. FU          | TURE GO     | ALS         |                       |                        |             |             |                                       |         |
| SOAL PROPOSED BY |              |                                       |                 |             |             |                       |                        | Ε           | STIMATED    | SAVINGS                               |         |
| RETAIN AS        | is _         | OTHER (exp                            | iain)           |             |             |                       |                        | OIHNAN      | URS         | DOLL                                  | ARS     |
| CHANGE           |              | · · · · · · · · · · · · · · · · · · · |                 |             |             | • • • •               |                        |             |             |                                       |         |
| 16. DATE OF INV  |              | 17. NAME AND TI                       | TLE OF PERSO    | N FURNISH   | ING INFORM  | TION                  |                        |             |             | IS. EXTEN                             | NS I ON |
| 1                |              | - 9 w                                 |                 |             | 114 51195   |                       |                        |             | 1           |                                       |         |
| 1 0 0            | 2070         |                                       |                 | _           |             |                       |                        |             | 1           |                                       | 1       |
| 2 October        | 1970         |                                       | <b>8</b> 5Å.    | Securit     | Office      | r/Syste               | ms Analy               | st          |             |                                       |         |

Approved For Release 2000 2007 Classification 200899R000100080002-7

|                                      |                      |       |             |   |               |                 |                    |         |                    |                | CONTROL                | 10.   |                       |                                       |         |
|--------------------------------------|----------------------|-------|-------------|---|---------------|-----------------|--------------------|---------|--------------------|----------------|------------------------|-------|-----------------------|---------------------------------------|---------|
|                                      |                      |       | RE          | PORTS INVEN                             | IOR           | Y.              |                    |         |                    |                |                        |       |                       | 171                                   |         |
| PREPARE IN DUPLIC                    |                      |       | ·           |   |               |                 |                    |         |                    |                |                        | ,     | ·                     | 131                                   |         |
| I. TITLE OF REPORT                   | T (1f                | a fil | l-in        | report include                          | For           | m No.           | )                  |         |                    |                | 2. TYPE                |       | STATIST               |                                       |         |
| 201 5                                |                      |       | h           | Alpha                                   |               |                 |                    |         |                    |                | OF<br>REPORT           |       | NARRAT I              |                                       |         |
| GSA D                                | етег                 | Lons  |             | Alpha                                   | <del></del> - |                 | TO 4 1 11 1        | 10      |                    | <del></del>    |                        | X     |                       | -NAME LIS                             | TING.   |
|                                      |                      |       |             | SONNEL                                  | -             | <del>-</del>    | TRAINI             |         |                    |                | ADMIN.                 |       |                       | · · · · · · · · · · · · · · · · · · · |         |
| 3. FUNCTIONAL AREA                   | A                    |       | -           | STICS<br>ICAL                           |               | <del>-^</del> - | FINANCI            |         |                    | 4              |                        | -     | -11                   |                                       |         |
| 4. NO. OF COPIES I                   | PREPARI              | ED    |             | REQUENCY (week!                         | ا<br>آ ولا    |                 |                    |         | , etc.)            | 6. 1           | DISTRIBUTION           | ON (N | o, of co              | mponents                              | not     |
| 4                                    |                      | 1     | -           | Monthly                                 |               |                 | •                  | •       | -                  | '              | number of              | copie | s)                    |                                       |         |
| 4                                    |                      |       |             | 1101101111                              |               |                 |                    |         |                    |                | 2                      |       |                       |                                       |         |
| 7. FORMAT (memora                    | ndum,                | form  | 8. A        | DP PROCESSING                           |               |                 |                    |         | 9. D               | IRECT          | IVE AUTHOR             | ITY R | EQUIRING              | REPORT                                |         |
| computer print                       | -out,                | etc)  |             | YES IF YES G                            | IVE           | ADP F           | ROCESS             | ING NO  | •                  |                |                        |       |                       | 1                                     | 25X1    |
| Computer prin                        |                      |       |             | NO 976C                                 |               |                 | <u> </u>           |         |                    |                |                        |       |                       |                                       |         |
| 10. PREPARING COMP<br>contributing I | OHENT<br>nforma      | (incl | ude<br>to r | lowest level<br>eport)                  |               | II. F           | eeder f<br>orm No. | EPORTS  | (State<br>nomencla | total          | number an<br>Attach se | perat | entify by<br>te sheet | fitle,<br>if neces                    | sary.)  |
| ocs                                  |                      |       |             | ·<br>                                   |               |                 |                    | u       |                    | _              | 4 .TD1: C              |       |                       |                                       |         |
| OS/BSB                               |                      |       |             |   |               |                 | Forn               | n #17   | 72 (Sp             | ecia           | 1 IBM C                | ard)  |                       |                                       | 25X1    |
|                                      |                      |       |             |   | 12            | 2. (            | COST               | ACTO    | RS                 |                |                        |       |                       |                                       |         |
|                                      |                      |       |             | A. MANUAL                               | PI            | REPA            | RATIO              | N AND   |                    | W CC           | STS                    |       |                       |                                       |         |
| -GRADE                               | HOUR-<br>RAT         |       | X           | -HOURS -PER -REPORT-                    | i<br>B        | COST<br>REP     |                    | X       | TIMES<br>PREPARED  | ) <del>-</del> |                        | cos   | T PER YE              | AR                                    |         |
|                                      | 14174                |       | $\dashv$    |   |               |                 |                    | J       | D ~ =              |                |                        |       |                       |                                       | <u></u> |
|                                      |                      |       |             | - Keypu                                 | nci           | nıng            | ot F               | eaer    | kepor              | ٦ ٦            |                        |       |                       |                                       |         |
|                                      | ^-                   |       |             | ¢5 AA**                                 | Ŀ             | è               | 1.25               | X       | 12                 | L              |                        |       |                       | \$ 15                                 | 5.00    |
| 100 X                                |                      | ea    | ٦           | \$5.00**4                               | Γ             | Y,              | 4.                 | [       |                    |                |                        |       |                       | •                                     |         |
| (cards per mo                        | J)<br>Ca <b>r</b> d⊂ | nei   | me          | onth add to                             | a o           | data            | base               | that    | is ma              | miþu           | ılated                 |       |                       |                                       |         |
| to produc                            | ce 5                 | diff  | ere         | ent reports                             | ρ£            | whi             | ch th              | is is   | one.               |                | •                      |       |                       |                                       |         |
| 20 51094                             |                      |       |             | -                                       |               |                 |                    |         |                    | ļ              | •                      |       |                       |                                       |         |
|                                      |                      |       |             |   |               |                 |                    |         |                    |                |                        |       |                       |                                       |         |
|                                      | <del></del>          |       |             | B. COSTS                                | OF            | COM             | PUTER              | PROD    | UCED F             | EPOF           | RTS                    |       |                       |                                       |         |
| Danie Danie M                        | ~ C-                 | nd or | <u>,</u>  , | Total Pages                             |               | ost             |                    |         | ıl Cost            |                | Cimes                  |       | C                     | Cost Per                              | r Year  |
| 1                                    | U                    | hre   | <b>&gt;</b> | TOTAL TABES                             | 1 .           | age             | - <del></del>      |         |                    |                | Prepared               |       |                       |                                       |         |
| Report                               |                      |       |             |   | ٦             | O               | •                  | 1       |                    |                | -                      |       |                       | <u>.</u>                              | _ ~-    |
| 80 X                                 | 2                    | 4     | =           | 32:0                                    | x             | \$.0            | 3 еа               | = \$5   | 960                | X              | 12                     | :     | =                     | \$1.1                                 | 5.20    |
|                                      |                      |       |             |   | 1             |                 |                    |         | VO 3577 6 7        | $\overline{}$  |                        |       |                       |                                       |         |
|                                      |                      |       | ,           | •                                       |               |                 |                    |         | ER YEAF            | i i            |                        |       |                       | · · · · · · · · · · · · · · · · · · · | 0.20    |
| 13. COMPLETE DETA                    | ILED J               | USTIF | ICAT        | ION FOR THIS RE                         | PORT          | (in             | additi             | on to   | directiv           | e or           | authority .            | cited | in item               | 9). IF                                | KNOWN,  |
| I INCLIDE DATE (                     | REPORT               | WAS   | FIRS        | T STARTED AND C                         | OMPO          | JNENI           | MHO F2             | IABLISI | HED KEQU           | RUCINC         | W 1 6                  |       |                       |                                       |         |
| This repor                           | t is                 | an    | ess         | ential aid :                            | Ĺn            | the             | contr              | 01 0    | t the              | ıssu           | ance and               | re    | LTTEAS.               | T OT WE                               | чису.   |
| issued cre                           | dent                 | ials  | •           | Requirement                             | es            | tabl            | 1shec              | гоу (   | OD . D             | ace            | THE HOMIT              |       |                       |                                       |         |
|                                      |                      |       |             | 4 · ·                                   |               |                 |                    |         |                    |                |                        |       |                       | 0.6571                                |         |
|                                      |                      |       |             |   |               |                 |                    |         |                    |                |                        |       |                       | 25X1                                  |         |
|                                      |                      |       |             |   |               |                 |                    |         |                    |                |                        |       |                       | ,                                     |         |
| 1                                    |                      |       |             | * |               |                 |                    |         |                    | ·              |                        |       |                       |                                       |         |
|                                      |                      |       |             | <b>1</b> μ,                             |               | FUTU            | RE GO              | ALS     |                    |                |                        |       |                       |                                       |         |
| GOAL PROPOSED BY                     | COMPON               | ENT F |             |   |               |                 |                    |         |                    | JAI            | _                      |       |                       | ED SAVING                             |         |
| RETAIN AS IS                         | S                    |       | 0           | THER (explain)                          |               |                 |                    |         |                    |                |                        | MAN-  | HOURS                 | DOL                                   | LARS    |
| CHANGE                               |                      |       | ·. ·        |   |               |                 |                    |         |                    |                |                        |       |                       |                                       |         |
| DISCONTINUE                          |                      | 1     | 11.4        | ME AND TITLE OF                         | DC.           | ครบท เ          | HBNIED             | ING IN  | FORMATIO           | N              |                        |       | <del></del>           | 18. EXT                               | ENSION  |
| 16. DATE OF INVEN                    |                      | - ''  | <u>""</u>   | INC VIOLITIE AL                         | rei           |                 | Postang            | 117 OF  | ficer              | <br>/Svs1      | ems Ana                | 1yst  | :                     |                                       | ٦       |
| 2 October                            | 1970                 |       | L           |   |               | o<br>Mair       | 'Incai             | TIAR    |                    |                |                        |       |                       |                                       |         |
| 5050                                 | Ann                  | rovo  | ΛE          | or Release DO                           |               |                 |                    |         | 75 003             | dop(           | 2001000                | 2000  | 2.7                   | ,                                     |         |

Approved For Release 2000/18/15-16-16-DP75-00B99R000100080002-7

|                     |                         |                       |                |                  |                  | <del></del>     | CONTROL A        | 0.      |          |               |
|---------------------|-------------------------|-----------------------|----------------|------------------|------------------|-----------------|------------------|---------|----------|---------------|
|                     |                         | REPORTS INVENT        | IORY           |                  |                  |                 |                  |         |          | 7.53          |
| PREPARE IN DUPLICA  | TE                      |                       |                |                  |                  |                 |                  |         |          | 122           |
|                     |                         | II-in report include  | Form No        | ·•)              |                  |                 | 2. TYPE          | sī      | ATISTIC  | AL            |
| l et                |                         |                       |                |                  |                  |                 | OF               | 111     | ARRATIVE |               |
| GSA Deleti          | ons by                  | Badge Sequence        |                |                  |                  |                 | REPORT           | X :M    | ACHINE-  | AME LISTING   |
|                     |                         | PERSONNEL             |                | TRAINI           | NG               |                 | ADMIN.           | GENERAL | ,        |               |
| 3. FUNCTIONAL AREA  |                         | LOGISTICS             | х              | SECURI           | TY               |                 | OTHER (          | pecify  | )        |               |
|                     |                         | MEDICAL               |                | FINANC           |                  |                 |                  |         |          |               |
| 4. NO. OF COPIES P  | REPARED.                | 5. FREQUENCY (weekly  | , month        | aly, qua         | rterly, etc.)    |                 |                  |         |          | onents not    |
| 4                   |                         | Monthly               | ٠              |                  | •                | n               | umber of a       | cobles  |          |               |
| 7. FORMAT (memoran  | dum, form               | 8. ADP PROCESSING     |                | <del></del>      | 9.               | DIRECTI         | VE AUTHOR        | ITY REU | JIRING I | REPORT        |
| computer print-     | out, etc)               | X YES IF YES G        | IVE ADP        | PROCESS          |                  | •••••           |                  |         |          |               |
| Computer print      |                         | NO 976D               |                |                  |                  |                 |                  |         |          | 25X1          |
| 10. PREPARING COMPO |                         | <u> </u>              | 111.           | FEEDER           | REPORTS (State   |                 | Humber at        | u juent |          | Title,        |
| contributing in     |                         |                       |                | Form No          | ., or nomencia   | ature.          | Attach se        | perate  | sheet i  | f necessary.) |
| ocs                 | . 1                     |                       |                |                  |                  |                 |                  |         | ,        |               |
| OS/BSB              |                         |                       |                |                  | Form #1772       | 2 (Spe          | cial IB          | M Caro  | i)       | 25X1          |
|                     |                         |                       | 12.            | COST             | FACTORS          |                 |                  |         |          |               |
|                     | <del></del>             | A MANITAT.            |                |                  | N AND REVI       | EW CO           | STS              |         |          |               |
| 05:25               | HOURLY-                 | -HOURS-PER            |                | T PER            | TIMES            | -               |                  | COST    | PER YEA  | R             |
| GRADE               | -RATE-                  | X —REPORT—            |                | PORT             | X PREPARE        | .0              |                  |         | 160      | ••            |
|                     |                         | - Keypund             | hing           | of Fee           | eder Report      | : -             |                  |         |          |               |
|                     |                         |                       |                |                  |                  |                 |                  |         |          |               |
| 100 *               | .05 e                   | ea + \$5.00 +*4 =     | \$1.           | 25               | x 12             | =               |                  |         | ,        | \$ 15.00      |
| (cards per mo)      |                         |                       |                |                  |                  |                 |                  |         |          |               |
| *The 100 car        | ds per                  | month add to a        | data           | base t           | Hat is man       | n <b>i</b> pula | ited             |         |          |               |
| to produce          | 5 diffe                 | erent reports of      | whic           | h this           | s is one.        |                 |                  |         |          |               |
|                     | •                       |                       |                |                  |                  | j               |                  |         |          |               |
|                     |                         |                       |                |                  |                  | . 1             |                  |         |          |               |
|                     |                         | B. COSTS              | OF CO          | MPUTER           | PRODUCED         | REPOR           | TS               |         |          |               |
| Daniel Ma           | Condi                   |                       |                |                  | Total Cos        |                 | mes              |         | Cos      | st Per Year   |
|                     | . Copie                 | es locar rages        | Page           |                  | 10021 000        |                 | repared          |         | 001      |               |
| Report              |                         |                       | Lage           |                  |                  |                 | .cparca          |         |          |               |
| 80 K                | 4                       | 320                   | l s.c          | 3 ea             | \$9.60           | x               | 12               | -       |          | \$115.20      |
| 1                   | -T.                     |                       |                |                  |                  | _               |                  |         |          |               |
|                     |                         | 3                     | TOT.           | AL COS           | TS PER YEA       | R               |                  |         |          | \$130.20      |
| 10 00:10:10         | CO 100915               | PLATION CONTURE DE    | APT /1-        |                  | on to diseast to | VA 00 -         | uthor1+v         | ited I  | o item ( |               |
| 13. COMPLETE DETAIL | LED JUSTIF<br>Eport was | FICATION FOR THIS REF | MPONEM<br>ONFO | NHO ES           | TABLISHED REOL   | AA OL Y         | urnority (<br>Te |         |          | //e ii navada |
| ł                   | •                       | . *                   |                |                  |                  |                 |                  | ÷       |          |               |
| This repor          | t is an                 | essential aid         | in the         | cont             | rol of the       | issua           | ance and         | l retr  | ieval    | of Agency     |
| issued cree         | dential                 | s. Requirement        | estal          | lishe            | d by OS. I       | Date u          | ınknown.         | ,       |          | -<br>-        |
|                     |                         | · -                   |                |                  |                  |                 |                  |         |          | 25X1          |
|                     |                         | •                     |                |                  |                  |                 |                  |         |          |               |
|                     |                         |                       |                |                  |                  |                 |                  |         |          |               |
|                     |                         |                       |                |                  |                  |                 |                  |         |          |               |
|                     |                         | ᆀ.                    | FUT            | URE GO           | AIS 2            | 5×1             |                  |         |          |               |
| GOAL PROPOSED BY C  | OMPONENT I              |                       |                |                  |                  |                 |                  |         |          | SAVINGS       |
| RETAIN AS IS        |                         | OTHER (explain)       |                |                  |                  |                 | ].               | MAN-HO  | JRS      | DOLLARS       |
| CHAINE              | <del></del>             |                       |                |                  |                  |                 | ļ                | -       |          | •             |
| DISCORT TAME        |                         |                       |                | <b>A</b> 115-115 |                  | A11             | <u> </u>         |         |          | in evreunten  |
| 16. DATE OF INVENT  | ORY I                   | 7. NAME AND TITLE OF  | _              |                  |                  |                 |                  |         |          | 18. EXTENSION |
| 2 October 19        | 70                      |                       | ا ، س          | Securi           | ty Officer       | /Syst           | ems Ana          | lyst    | •        |               |
| FORM 112            |                         | ed For Release 20     |                |                  |                  |                 |                  |         | l        | <u> </u>      |
| IVAIR 71.7          | Approv                  | eu For Releasei20     | いつて「乙!         | uz CT            | A-RDP/5-00       | いかりてし           | บบบาบบบใ         | 50002-  | 1        | (22-36-4)     |

|  | Approve              | d For Release 2                         | 2006/12            |   |                               | 75-0 <b>0</b> 3                                  | 99R0001000    | 80002-7        |                                |
|--|----------------------|---|--------------------|---|-------------------------------|--|---------------|----------------|--------------------------------|
|  | • •                  | REPORTS INVEN                           | <u> </u>           |   |                               |  | CONTROL       | 10.            |                                |
| PREPARE IN DUPLICATE   |                      | 21, 721                                 |                    |   | •                             |  | •             |                | 123                            |
| 1. TITLE OF REPORT (1)   | f a fill-            | in report include                       | Form No            | ·-)                                     |                               |  | 2. TYPE       | STATIO         | TICAL                          |
| Vicitor-No-Fa  |                      | laha Tilandaa                           |                    | •                                       |                               |  | OF            | HARRAT         |                                |
| Visitor-No-Es  |                      |   | ·····              |   |                               | ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,           | REPORT        | X MACHI        | E-HANE LISTING                 |
|  |                      | ERSONNEL<br>GISTICS                     |                    | TRAINI                                  |                               |  |               | GEHERAL        | ,                              |
| 3. FUNCTIONAL AREA   | <del></del>          | EDICAL                                  | - <del>  X</del> - | SECURIT                                 |                               |  | OINER (       | opecify)       |                                |
| 4. NO. OF COPIES PREPA   |                      | FREQUENCY (week                         | ly, month          |   |                               | tc.)   | 6. DISTRIBUTI | ON (No. of     | components not                 |
| 4  |                      | Monthly                                 |                    |   |                               |  | number of     | copies)        | •                              |
| 7. FORMAT (memorandum,   |                      | ADP PROCESSING                          |                    |   |                               | 9. DIR   | ECTIVE AUTHOR | ITY REQUIRE    | G REPORT                       |
| computer print-out,  | etc)                 | YES IF YES                              | SIVE ADP           | PROCESS                                 | ING NO.                       | · —  |               | •              | 25X1                           |
| Computer print-or  | 11,                  |   | 77A                |   |                               |  |               |                |                                |
| 10. PREPARING COMPONENT contributing inform                              | (includ              | o lowest level                          | .  11-             | FEEDER R<br>Form No.                    | REPORTS (S                    | Stat <u>l                                   </u> | ce. Attach se | orcate shee    | لِي Title,<br>t if necessary.) |
| ocs  |                      |   |                    | , | ,,                            |  |               | ,pei 210 31100 |                                |
| OS/BSB/  |                      |   |                    | Form                                    | #ADC 50                       | 081 (S   | pecial IBM    | Card)          | 25X1                           |
|  |                      |   |                    |   |                               |  | ·             |                |                                |
|  |                      |   |                    |   | PACTORS                       |  |               |                |                                |
| 101  | 101.4                | 1                                       | 1                  |   | AND R                         |  | COSTS         |                |                                |
|  | IRLY-<br>ITE-        | X -HOURS-PER-                           |                    | T PER<br>Port                           |                               | MES<br>Pared                                     | =             | COST PER       | /EAR                           |
| (cards per mo)  *The 300 cards  produce 5 diff                           | erent                | nth add to a<br>reports of w            | data l             | base t<br>his is                        |                               | manip  |               |                | \$36.00<br>Cost Per Yea        |
| 34 X 2   | <b>.</b>             | = 136                                   | \$.(               | 03ea :                                  | \$4.08                        | 3  | X 12          |                | \$48.96                        |
|  |                      |   | TOTA               | L COST                                  | S PER                         | YEAR   |               |                |                                |
| 10 00101077 00711100   |                      | Tion do Muio na                         |                    |   |                               |  | 1             |                | \$84.96                        |
| 13. COMPLETE DETAILED INCLUDE DATE REPORT  This report is issued credent | r was fir<br>s an es | st started and c<br>sential aid         | OMPONENT<br>in the | contr                                   | ABLISHED<br>ol of t<br>by OS. | REQUIRE<br>he is                                 | suance and    |                | •                              |
|  |                      | •                                       | * ·                |   |                               |  | ·             |                | 25X1                           |
| · · · · · · · · · · · · · · · · · · ·                                    |                      |   | T-7100 **          | mm                                      | 70                            |  |               |                |                                |
| SOAL PROPOSED BY COMPO   | VENT FOR             | THIS REPORT                             | FUTU               | TRE GOA                                 | 112                           |  | ····          | 5641111        | TED SAVINGS                    |
| RETAIN AS IS   | ,                    | OTHER (explain)                         | 1.                 |   |                               |  | -             | MAN-HOURS      | DOLLARS                        |
| CHAISE   |                      | • |                    |   | •                             |  |               |                |                                |
| DISCONTINUE  | - <sub>1</sub>       | ·                                       |                    |   | ··· <u>·</u> ·········        |  |               |                |                                |
| 16. DATE OF INVENTORY  | 17. N                | WAR THE OF                              |                    |   |                               |  |               |                | 18 EXTENSION                   |
| 2 October 1970   | . []                 |   | Se                 | curity                                  | Office                        | er/Sys   | tems Analy    | st             |                                |
| FORM 142 A   | \pprove              | d For Release 2                         | COCAY              | 107LH                                   | A RDP7                        | 75-0d3   | 99R0001000    | 80002-7        | (22=3=43                       |

DP75-00399R000100080002-7 Approved For Release 2006 REPORTS INVENTORY 124 PREPARE IN DUPLICATE 2. TYPE STATISTICAL 1. TITLE OF REPORT (if a fill-in report include form No.) HARRATIVE REPORT Visitor-No-Escort Alpha/Office Expirations X MACHINE-MADE LISTING ADMIN. GENERAL PERSONNEL TRAINING OTHER (specify) LOGISTICS Х SECURITY 3. FUNCTIONAL AREA FINANCE MEDICAL 6. DISTRIBUTION (No. of components not number of copies) 4. NO. OF COPIES PREPARED 5. FREQUENCY (weekly, monthly, quarterly, etc.) Monthly 7. FORMAT (memorandum, form 8. ADP PROCESSING 9. DIRECTIVE AUTHORITY REQUIRING REPORT computer print-out, etc) X YES IF YES GIVE ADP PROCESSING NO. 25X1 977B Computer print-out Il. FEEDER REPORTS (State total number and identity by litie, 10. PREPARING COMPONENT (include lowest level Form No., or nomenclature. Attach separate sheet if necessary.) contributing information to report) ocs Form #ADC 5081 (Special IBM Card) 25X1 OS/BSB COST FACTORS MANUAL PREPARATION AND REVIEW COSTS -HOURS-PER-TIMES COST PER - HOURLY-COST PER YEAR -GRADE-PREPARED REPORT -REPORT--RATE-- Keypundhing of Feeder Report -\$36.00 \$.05 ea + \$15.00 +\*5 + \$3.00 X · 12 300 (cards per ho) \*The 300 cards per month add to a data base that is manipulated to produce different reports of which this is one. COSTS OF COMPUTER PRODUCED REPORTS Cost Per No. Copies | Total Pages | Cost Per Total Cost Times Pages Per Year Prepared Page Report \$73.44 K 12 204 X \$.03 ea \$6.12 51 TOTAL COSTS PER YEAR \$109.44 13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT. This report is an essential aid in the control of the issuance and retrieval of Agency issued credentials. Requirement established by OS. Date unknown. 25X1 25X1 FUTURE GOALS ESTIMATED SAVINGS SOAL PROPOSED BY COMPONENT FOR THIS REPORT MAN-HOURS DOLLARS OTHER (explain) RETAIN AS IS CHAINE DISCONTINUE 18. EXTENSION 17. NAME AND TITLE OF PERSON FURNISHING INFORMATION 16. DATE OF INVENTORY Security Officer/Systems Analyst 2 October -Approved For Release 2003/12/07:45/17 REP75-00399R000100080002-7

(22-36-43)

FORM TIME

|                    | Annro         | ved For Re   | lease 20   | OM.     | MEAN                                  | A Dez       | 5 00300                          | <del>PPQA1AQC</del> | 180002=7            |           |            |
|--------------------|---------------|--------------|------------|---------|---------------------------------------|-------------|----------------------------------|---------------------|---------------------|-----------|------------|
|                    |               | REPORTS      |            | ORY     |                                       |             |                                  | CONTINOR            | nog oct-i           | 10        | <b>5</b> " |
| PREPARE IN DUPL    | ICATE         |              |            |         |                                       |             |                                  |                     |                     | 104       | ····       |
| I. TITLE OF REPO   | RT (If a fi   | II-in report | include F  | orm No  | •)                                    |             |                                  | 2. TYPE             |                     | TICAL     |            |
|                    |               |              |            |         |                                       |             |                                  | REPORT              | ARRAR               |           |            |
| Visi               | tor-No-Es     | scort by l   | sadge Nu   | mber    |                                       |             |                                  |                     | X   MACH!           | HE-HAME L | 3:1721.    |
|                    |               | PERSONNEL    |            | _       | TRAINING                              |             |                                  |                     | GENERAL<br>Specify) |           |            |
| . FUNCTIONAL A     | EA            | LOGISTICS    |            | X       | SECURITY<br>FINANCE                   |             |                                  | 0111611             | opeony              |           |            |
| . NO. OF COPIES    | PREPARED      | 5. FREQUENC  | Y (weekly  | month   |                                       | terly, e    | tc.) 6                           | DISTRIBUT           | ION (No. of         | component | s not      |
| 4. NO. OF COPIES   | LIVELVILLE    | 1            | thly       |         | ,                                     | ••          |                                  | number of           | copies)             |           |            |
| <b>ਜ</b>           |               |              | J,         |         |                                       |             |                                  | 3                   |                     |           |            |
| 7. FORLAT (memor   | andum, form   | 8. ADP PROC  | ESSING     |         |                                       |             | 9. DIRE                          | CTIVE AUTHOR        | RITY REQUIRE        | NG REPORT | ſ          |
| computer pri       | nt-out, etc)  | X YES        | IF YES GIV | YE ADP  | PROCESS II                            | NG NO.      |                                  |                     |                     | _         |            |
| Computer pri       | nt-out        | 110          | 977C       |         |                                       |             |                                  |                     |                     | 11 Tidle  | 25X1       |
| D. PREPARING CO    | POHENT (inc   | lude lowest  | lovel      | . 11-   | FEEDER RE                             | PORTS (S    | stat <del>e co</del><br>enclatur | . Attach            | eperate she         | et if nec | essary.    |
| contributing       | 1013144101111 | i to report, |            |         | · · · · · · · · · · · · · · · · · · · |             |                                  |                     | •                   |           |            |
| OCS<br>OC / DCD    | •••           |              | i i        |         | Fo                                    | orm #AE     | oc 5081                          | . (Specia           | 1 IBM Car           | d)        | 25X1       |
| OS/BSB             |               |              |            |         |                                       | /LIN // LLL |                                  | , F                 |                     |           | ,          |
|                    |               |              |            | 12.     | COST F                                |             |                                  |                     |                     |           |            |
|                    |               | ``A.         | MANUAL:    |         |                                       |             |                                  | COSTS               | •                   |           | <u></u>    |
| GRADE-             | -HOURLY-      |              | S-PER _    |         | T PER -                               |             | imes<br>Epared                   |                     | COST PER            | YEAR      |            |
|                    | -RATE-        |              |            |         |                                       |             |                                  |                     |                     |           |            |
| •                  |               |              | Keypunc    | hing    | of Feed                               | ler Re      | port -                           |                     |                     |           |            |
|                    |               | A15          | 00.45      | 62      | 00 1.                                 |             | 12 =                             |                     | •                   | \$30      | 6.00       |
| 300                |               | ea + \$15.   | 00+00      | رډ      | .00 2                                 | 1           |                                  |                     |                     | • -       |            |
| (cards per         | no)           | er month a   | add to a   | data    | base t                                | hat is      | s manuj                          | ulated t            | ó                   | •         |            |
| nroduce            | 5 differ      | ent repor    | ts of w    | hich    | this is                               | one.        |                                  | `                   |                     |           |            |
| P                  |               | •            |            |         |                                       |             |                                  |                     |                     |           |            |
|                    |               |              |            |         |                                       | ļ           |                                  | •                   |                     |           |            |
|                    |               | В.           | COSTS      | OF CO   | MPUTER                                | PRODUC      | ED RET                           | PORTS               |                     |           |            |
| Pages Per          | No Cont       | ies Total    | Pages      | Cost    | Per                                   | Total       | Cost                             | Times               |                     | Cost      | Per Ye     |
| Report             | No. cop.      |              |            | Page    |                                       | 1           |                                  | Prepared            | Ι, ,                |           |            |
| Report             |               |              |            |         |                                       | 1           |                                  |                     |                     | ¢ /.      | 8.96       |
| 34                 | X 4           | <b>†</b> :   | 136 X      | \$.     | 03 ea                                 | \$4         | .08                              | X 12                |                     | ş4<br>    | 0.90       |
|                    | 1             |              |            | mom     | AL COST                               | משם ספס     | VCAD                             |                     | •                   |           |            |
|                    |               |              |            |         | · · -                                 |             |                                  |                     |                     |           | 4.96       |
| 13. COMPLETE DE    | TAILED JUST   | IFICATION FO | r this rep | ORT (i  | n addition                            | n to di     | rective (                        | or authority        | cited in i          | tem 9)-   | IF KNOW    |
| INCLUDE DAT        | E REPORT WA   | S FIRST STAN | ISD YWO OF | JMPONEN | t mus co.                             | Vaciation   | a umdanıı                        |                     |                     |           |            |
| This rem           | ort is a      | n essenti    | al aid i   | in the  | e contr                               | ol of       | the is                           | suance ar           | nd retrie           | val of    | Agency     |
| issued o           | redentia      | ls. Requ     | irement    | esta    | blished                               | by OS       | . Dat                            | e unknow            | 11.                 |           |            |
| i .                |               |              | •          | 1 .     |                                       |             |                                  |                     |                     | 25X1      |            |
|                    |               |              |            |         |                                       |             |                                  |                     |                     |           |            |
|                    |               |              |            |         |                                       |             |                                  |                     | •                   |           |            |
|                    |               |              |            |         |                                       |             |                                  | <u> </u>            |                     |           |            |
|                    |               |              |            | FU?     | URE GO                                | AIS         | - 25X1                           |                     | E971                | NATED SAY | 22/11/     |
| SOAL PROPOSED      |               |              |            | i       |                                       |             |                                  | · ·                 | MAN-HOURS           |           | DOLLARS    |
| RETAIN A           | s is          | OTHER        | (explain)  | •       |                                       | •           | •                                |                     |                     |           |            |
| <del>}</del> {     |               |              |            |         |                                       |             |                                  |                     | •                   |           |            |
| CHAISE             | inic          | •            |            | •       |                                       |             |                                  | · ·                 |                     |           |            |
| <del>}</del> {     |               | 17. NAME AN  | TITLE OF   | PERSO   | i FURNISH                             | ING INFO    | NOITALLR                         |                     |                     | 18.       | EXTENSI    |
| CHAISE<br>DISCONTI | VENTORY       | 17. NAME AN  | TITLE OF   |         | ecurit                                | y Offi      | RMATION<br>cer/Sy                | stems Ana           | lyst                | 18.       | ex tens i  |

| Approv   | ed For Release 290                              | MININA THE ROPES OF                                       | <sup>399</sup> P0091029      | 8 <del>0002 7</del> | <del></del> ,        |
|--|---|---|------------------------------|---------------------|----------------------|
| Tip  | REPORTS INVENTO                                 |   | CONTROL                      |                     |                      |
| PREPARE IN DUPLICATE                                 |   | ····  |                              | · /                 | 1,06                 |
| 1. TITLE OF REPORT (If a fil                         | I-in report include Fo                          | rm No.)   | 2. TYPE                      | STATILTICA          | L                    |
|  |   | •   | REPORT                       | HARRATIVE           |                      |
| Visitor-No-Escor                                     | t Deletions by Al                               |   | 1 1000                       | X MACHINE-NA        | GE CISTING           |
|  | PERSONNEL<br>LOGISTICS                          | TRAINING X SECURITY                                       |                              | opecify)            | <u>.</u>             |
| 3. FUNCTIONAL AREA                                   | MEDICAL   | FINANCE   |                              |                     |                      |
| 4. NO. OF COPIES PREPARED                            | 5. FREQUENCY (weekly,                           | monthly, quarterly, etc.)                                 | 6. DISTRIBUTI                | ON (No. of compo    | onents not           |
| 3  | Monthly   |   | <u> </u>                     | 2                   |                      |
| 7. FORMAT (memorandum, form                          | 8. ADP PROCESSING                               | 9. 0  | IRECTIVE AUTHOR              | ITY REQUIRING R     | EPORT                |
| computer print-out, etc)                             | X YES IF YES GIVE                               | E ADP PROCESSING NO.                                      |                              |                     | 25X1                 |
| Computer print-out                                   | NO 977  | D:  | **** ***                     |                     | Citle.               |
| O. PREPARING COMPONENT (inc contributing information | to report)                                      | Form No., or nomencial                                    | cure. Attach s               | eperate sheet i     | f necessary.)        |
| OCS<br>OS/BSB  |   | Form #ADC 5081 (S   | Special IBM                  | Card)               | 25X1                 |
|  |   | 2. COST FACTORS   |                              |                     |                      |
|  |   | PREPARATION AND REVIE                                     | W COSTS                      |                     |                      |
| -HOURLY-   | -HOURS-PER                                      | COST PER TIMES  | - I                          | COST PER YEAR       | 3                    |
| -GRADE -RATE   | A -REPORT                                       | REPORT FILE PARCE   | <del></del>                  |                     |                      |
|  | + Keypundh                                      | ing of Feeder Report                                      | -                            |                     | ٠.                   |
|  | 015 00:45                                       | s3.00 X 12  |                              |                     | \$36.00              |
|  | a = \$15.00÷*5 =                                | 93.00 4   | 1                            |                     | •                    |
| (cards per to)  *The 300 cards per produce 5 differ  | r month add to a<br>ent reports of wh           | data base that is markich this is one.                    | nipulated to                 |                     |                      |
|  |   |   | •                            |                     |                      |
|  | B. COSTS O                                      | F COMPUTER PRODUCED                                       |                              |                     | . D V.               |
| Pages Per No. Copi<br>Report                         | es Total Pages                                  | Cost Per Total Cos<br>Page                                | t Times<br>Prepared          |                     | st Per Yea           |
| 102 X 3  | = 306 X   | \$.03 ea = \$9.18   | X 12                         |                     | \$110.16             |
|  |   | TOTAL COSTS PER YEA                                       | 1                            |                     | \$146.16             |
| 13. COMPLETE DETAILED JUSTI                          | FICATION FOR THIS REPO<br>FIRST STARTED AND CON | ORT (in addition to directly APONENT WHO ESTABLISHED REQU | ve or authority<br>JIREMENT. | cited in item       | )). IF KNOWN,        |
| m  | occontial aid i                                 | n the control of the established by OS. I                 | issuance an                  | ıd retrieyai<br>ı.  | of Agency            |
| Togaca creationar                                    |   |   |                              |                     |                      |
|  |   |   | . •                          |                     |                      |
|  |   |   |                              |                     |                      |
|  |   |   |                              |                     |                      |
|  | 14.   | FUTURE GOALS  | ·                            | C0711147C           | O STATINGS           |
| SOAL PROPOSED BY COMPONENT                           | FOR THIS REPORT                                 |   |                              | MAN-HOURS           | D SAVINGS<br>DOLLARS |
| RETAIN AS IS   | OTHER (explain)                                 | •   |                              |                     |                      |
| CHAISSE DISCONTINUE                                  |   |   |                              |                     |                      |
| 16. DATE OF INVENTORY                                | 17. NAME AND TITLE OF                           | PERSON FURNISHING INFORMATI                               | ON                           |                     | 18. EXTENSION        |
| 2 October 1970                                       |   | Security Officer/S  | ystems Anal                  | yst                 |                      |
| 1  |   | <b>WUNCHLOCK OF BOY5</b> -002                             |                              |                     | /22-26-              |

| Appro   | oved For Release <b>2</b>             | DAFADENTAL                            | DP75-0 <b>D</b> 399 | R000100080002-7                       |                    |
|---|---------------------------------------|---------------------------------------|---------------------|---------------------------------------|--------------------|
|   |                                       | · · · · · · · · · · · · · · · · · · · |                     | CONTROL NO.                           |                    |
|   | REPORTS INVENTO                       | RY                                    | •                   |                                       | 127                |
| PREPARE IN DUPLICATE                          | II in mount include 5                 | acm No.                               |                     | 2. TYPE STATE                         | STICAL             |
| . TITLE OF REPORT (if a fi                    |                                       |                                       |                     | OF HARR                               | ATIVE              |
| Visitor-No-E                                  | scort Deletions b                     | y Badge Numbe                         | r<br>               |                                       | INE-NAME LISTING   |
|   | PERSONNEL                             | TRAINING                              |                     | OTHER (specify)                       |                    |
| B. FUNCTIONAL AREA                            | LOGISTICS                             | X SECURITY<br>FINANCE                 |                     | Oluen (specify)                       |                    |
| . NO. OF COPIES PREPARED                      | 5. FREQUENCY (weekly,                 |                                       | ly, etc.) 6.        | DISTRIBUTION (No. of                  | components not     |
| to MO. OF COLICY LIFE MILE.                   |                                       |                                       |                     | number of copies)                     | ,                  |
| 3   | Mont                                  | nly                                   |                     | 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 | 110 DED087         |
| 7. FORMAT (memorandum, for                    | 8. ADP PROCESSING                     |                                       |                     | IVE AUTHORITY REQUIR                  | IIM REPURI         |
| computer print-out, etc                       | X YES IF YES GIV                      | E ADP PROCESSING                      | NO.                 |                                       | 25X1               |
| Computer print-out O. PREPARING COMPONENT (in |                                       | II. FEEDER REPOR                      | TS (State tota      | I Humber and racher                   | Title              |
| contributing information                      | n to report)                          | Form No., or                          | nomenciature.       | Attach separate sh                    | eet it necessary.) |
| .1  |                                       | • 📗 .                                 |                     |                                       |                    |
| 0CS.  | · · · · · · · · · · · · · · · · · · · | Form #AI                              | C 5081 (Spe         | ecial IBM Card)                       | 25V1               |
| OS/BSB,                                       |                                       | 12. COST FAC                          |                     |                                       |                    |
|   |                                       | PREPARATION A                         | ND REVIEW C         | OSTS                                  |                    |
| -GRADE -HOURLY-                               | 1                                     | COST PER X                            | TIMES =             | · COST PE                             | R YEAR             |
| -RATE-  | TIEF ON 1                             |                                       |                     |                                       |                    |
|   | - Keypunc                             | hing of Feeder                        | Report -            | •                                     |                    |
|   |                                       |                                       |                     |                                       | \$36.00            |
|   | a = \$15.00÷*5 =                      | \$3.00 X                              | 12                  |                                       | φ50.00             |
| (cards per no)                                | er month add to a                     | data base th                          | at is manip         | ulated to                             |                    |
| *The 300 cards p                              | rent reports of w                     | hich this is                          | one.                |                                       | •                  |
| produce 3 drive                               |                                       |                                       | •                   | •                                     |                    |
|   | - 000mg                               | NA COMPIMED DE                        | ODITORD PED         | ገድ ጥፍ                                 |                    |
|   |                                       | F COMPUTER PR                         |                     | Times                                 | Cost Per Year      |
| Pages Per No. Cop                             | ies Total Pages                       | Cost Per To                           |                     | Prepared                              |                    |
| Report  |                                       | rage                                  |                     |                                       |                    |
| 102 X 3                                       | = 306 X                               | \$.03 ea                              | \$9.18 X            | 12                                    | \$110.16           |
|   |                                       |                                       | 777 777 17          |                                       | 21/6 16            |
|   | · '                                   | TOTAL COSTS                           | 1                   |                                       | \$146.16           |
| 13. COMPLETE DETAILED JUS                     | TIFICATION FOR THIS REP               | ORT (in addition                      | to directive or     | · authority cited in                  | Item 9). IF KNUWN, |
| INCLUDE DATE REPORT W                         | AS FIRST STARTED AND CO               | MAPONENI MITO COTAD                   | Platter informs     |                                       |                    |
| This report is                                | an essential aid                      | in the control                        | of the iss          | suance and retri                      | eva_ of Agency     |
| issued credentia                              | als. Requirement                      | established b                         | y OS. Date          | e unknown.                            |                    |
|   |                                       | ·•                                    |                     | 25X1                                  |                    |
|   |                                       |                                       |                     |                                       | 25X1               |
|   |                                       |                                       |                     | •                                     |                    |
|   | u.                                    | FUTURE GOAL                           | S                   |                                       |                    |
| GOAL PROPOSED BY COMPONEN                     |                                       |                                       |                     |                                       | THATED SAVINGS     |
| RETAIN AS IS                                  | OTHER (explain)                       |                                       |                     | MAN-HOU!                              | S DOLLARS          |
| CHAINGE                                       |                                       |                                       | •                   |                                       |                    |
| CUVING  |                                       |                                       |                     | 4                                     | 1                  |
| DISCONT INUE                                  | 17 NAME AUG TITLE OF                  | PERSON FURNISHING                     | INFORMATION         |                                       | 18. EXTENSIO       |
|   | 17. NAME AND TITLE OF                 |                                       |                     | tems Analyst                          | 18_ EXTENSION      |

| ,                   | Approve                        | ed For Release 20                  | delleptuda            | RDP75-0039         | 9R000100      | 080002                                | 2-7          |                  |
|---------------------|--------------------------------|------------------------------------|-----------------------|--------------------|---------------|---------------------------------------|--------------|------------------|
| ·                   |                                |                                    |                       |                    | CONTRO        |                                       |              |                  |
| PREPARE IN DUP      | LICATE                         | REPORTS INVEN                      | TORY                  |                    |               |                                       | /            | 128              |
| I. TITLE OF REP     | ORT (if a fi                   | II-in report include               | Form No.)             |                    | 2. TYP        | Ε                                     | STATISTI     | CAL              |
|                     |                                |                                    |                       |                    | OF            |                                       | NARRATIV     | E                |
| C&P Tel             | ephone by                      | Badge Number                       | •                     |                    | REPO          | X                                     | MACHINE-     | HAME LISTING     |
|                     |                                | PERSONNEL .                        | TRAININ               | G                  |               | I. GENER                              |              |                  |
| 3. FUNCTIONAL A     | REA                            | LOGISTICS                          | X SECURIT             | Υ                  | OTHER         | (apeci                                | fy)          |                  |
|                     |                                | MEDICAL                            | FINANCE               |                    | 7 01070101    | TION (1)                              |              |                  |
| 4. NO. OF COPIE     | S PREPARED.                    |                                    | iy, monthiy, quar     | terly, etc.)       | number o      |                                       |              | ponents not      |
| 4                   | TRE .                          | Monthly                            |                       | 10.01              | RECTIVE AUTH  | MOITY D                               | SALLET NO.   | DEDART           |
| 7. FORMAT (memo     | orandum, form<br>(nt-out, etc) | 8. ADP PROCESSING                  | 1415 ADD 0000500      |                    | RECITAE MOIN  | 101111 I                              | re for union | ALP ON I         |
| omputer pri         | .nt-out                        | 110 9                              | SIVE ADP PROCESSI     | EPORTS (State      |               |                                       |              | 25X1             |
| contributing        | DAPONENT (inc<br>information   | lude lowest level to report)       | Form No.              | , or nomenciat     | ure. Attach   | sebsts.                               | te sheet     | if necessary.)   |
| ocs<br>os/BSB/      |                                |                                    | Form #1               | 722 (Specia        | 1 IBM Car     | d)                                    | •            | 25X1             |
|                     |                                |                                    | 12. COST F            | ACTORS             |               |                                       |              |                  |
|                     |                                | Δ ΜΑΝΠΙΔΊ                          | L PREPARATION         |                    | W COSTS       |                                       |              |                  |
|                     | -HOURLY                        | -UALIDS - DED-                     | ACCT DED              | 7 11459            | -             | COS                                   | ST PER YEA   | AR:              |
| GRADE               | -RATE-                         | X -REPORT-                         | REPORT<br>of Feeder R | X PREPARED         | <del>-</del>  | · · · · · · · · · · · · · · · · · · · | 91 FEN 161   |                  |
| 25                  |                                | ea= \$1.25**4                      | *                     | x 12               |               | *                                     |              | \$ 3.84          |
| to pr               | oduce 4 d                      | er month add to<br>ifferent report | s of which t          | his is one         |               |                                       |              |                  |
|                     | 1                              | B. COSTS                           | OF COMPUTER           | PRODUCED R         | EPORTS        |                                       |              |                  |
| Pages Per<br>Report | No. Copi                       |                                    |                       | Total Cost         | I             | ed                                    |              | Cost Per<br>Year |
| 9                   | x 5.                           | = 45                               | x \$.03               | \$1.35             | x 12          |                                       | =            | \$16.20          |
|                     | <u>. I </u>                    |                                    | TOTAL COST            | S PER YEAR         |               |                                       |              | \$20.04          |
| 13. COMPLETE DE     | TAILED JUSTI                   | FICATION FOR THIS RE               | EPORT (In addition    | n to directive     | e or authorit | y cited                               | in item      | 9). IF KNOWN,    |
| This re             | nort is an                     | n essential aid<br>.s. Requiremen  | in the contr          | ol of the          | issuance      | and re                                | etrieval     | l of Agency      |
| Issueu              | credencial                     |                                    |                       | 25X1               |               |                                       | 2            | :5x1             |
|                     |                                |                                    |                       |                    |               |                                       |              |                  |
|                     |                                | 31.                                | • FUTURE GO.          | 2 7 8              |               | <del></del>                           | <del></del>  |                  |
| 0011 00000000       | ON COMPONER                    | FOR THIS REPORT                    | • FULURE GU           | - Lat.             |               | T                                     | ESTIMATE     | D SAVINGS        |
| RETAIN A            |                                | OTHER (explain)                    |                       |                    |               | MAN-                                  | HOURS        | DOLLARS          |
| DISCONT I           |                                | IT. NAME AND TITLE O               | F PERSON FURNISH      | ING INFORMATION    | N             | <u> </u>                              |              | 18 EXTENSION     |
| 2 October           | 1970                           |                                    | ONTIN                 | curity Offi        | cer/Syste     | ms An                                 | alyst        |                  |
| FORM TIO            |                                | ed For Release 20                  | 06/ <b>44/071-6/4</b> | <b>REP</b> 75-0039 | 9R000100      | 080002                                | 2-7          | (22=36=          |

(22-36-43)